

# CREDIT OPTIONS

## Advanced Placement

Umpqua Community College recognizes Advanced Placement (AP) and International Baccalaureate (IB) Programs, offered in some high schools, by awarding credit for some courses. To receive credit, scores of 3 or above must be obtained on the AP exam(s) and 4 or above on the IB exam(s). Official transcript must be sent to UCC for evaluation before credit will be awarded. Contact the Registrar's Office if there are questions. For assistance, contact the Assistant Registrar at 541-440-7784 or at registration@umpqua.edu.

## Challenging Courses

UCC maintains a course challenge procedure, recognizing that alternative avenues exist other than the classroom for acquiring knowledge. If adequate justification exists, students may challenge courses using the following guidelines and procedures:

1. Courses may not be challenged if current (same term) enrollment exists.
2. A course may not be challenged if a grade has been previously assigned in the same course or if the course is a lower level than a course previously completed.
3. Financial aid funds may not be used to pay for course challenges.
4. Challenges are not considered part of the residency credit requirements for degrees, diplomas, or certificates nor are they considered in determining credit status for financial aid, veteran benefits, or eligibility for athletics.
5. Not all courses can be challenged. Departments may allow students to challenge courses for credit if justification exists.
6. All tuition and fees must be paid.
7. A course may not be challenged more than once.
8. Following an unsuccessful challenge, students must enroll in the course in order to obtain credit.
9. Proficiency must be shown through midterm and final examinations and/or skill proficiency demonstration.
10. An instructor who teaches the course shall determine the grade earned by the student.
11. Only grades of P, C or better will be transcribed as institutional credit and designated with a (CHAL EXAM) notation.

Upon successful completion of the challenge exam, the student will submit the Challenge paperwork to the Office of Registration and Records for processing. Student is responsible for all Tuition and Fees associated with the course. The student may not challenge a course a second time.

### Cooperative Work Experience

Cooperative Work Experience (CWE) is a structured work and learning opportunity. Students are concurrently enrolled in a related academic program. The work experience is directly related to the goals and objectives of the individual student's education program, coupling classroom learning with workplace training. The college and participating firms and organizations cooperatively develop training and evaluation

plans to guide and measure the success of each student. Each course is offered summer, fall, winter, and spring terms.

- A student may only take 12 credits of CWE per year, and 24 credits of CWE per degree/certificate (except for Occupational Skills Training which may require additional CWE - up to 50% of the program credits).
- See a faculty or academic advisor for requirements specific to a program.
- Some programs require students to complete a CWE seminar. CWE Seminar I is one credit. Credits earned for CWE Seminar I are part of the annual total credits allowed. For more information on how to begin CWE, check with faculty or an academic advisor.

## Credit for Prior Learning (CPL)

Students may earn transfer credits for learning gained outside postsecondary education by demonstrating college-level knowledge and competencies. Credit for prior learning cannot be used to establish residency or athletic eligibility.

Examples of Credit for Prior Learning:

- The CLEP/DSST nationally recognized exams
- International Baccalaureate
- Advanced Placement tests (score of 3, 4 or 5 required)
- Military schooling (ACE Guide approved)
- Institutional challenge exams
- Professional Certifications (see details below)
- Portfolio or life-experience

Students can contact the Registrar at 541-440-4617 for additional information about the process for credit for prior learning.

## Early Childhood Education – Credit for Professional Learning

The Early Childhood Education program awards credit for prior learning based on verified award of a Child Development Associate (CDA) credential from the Council for Early Childhood Professional Recognition or a Step 7 (or higher) certificate from the Oregon Registry: Pathways to Professional Recognition in Childhood Care and Education. In addition, students must have at least one year of on-the-job experience working as an educator in an ECE classroom or licensed childcare facility.

Please contact the ECE program coordinator at 541-440-7848 for more information.

## Credit for Professional Certification (CPC)

- The UCC Criminal Justice and Emergency Medical Service programs award CPC credits.
- The Criminal Justice-Associate of Applied Science program awards credit for prior learning based on verified completion of a Police Skills section within the Police Reserve Academy taught at Umpqua Community College. Two (2) credits may be awarded for each Police Skills section completed for a maximum of six (6) credits to count towards the required elective credits in the program. Approved documentation showing completion of each police skills section is required to be provided by the student along with other credit for prior learning documentation and fees as required by the registration office to award this credit. Please contact the Criminal Justice Program Coordinator at 541-440-7710 for more information.

- The EMS (Emergency Medical Services) program awards credit for prior certification to students who possess respective certifications or licenses for EMT or Driver. Please contact the EMS department chair at 541-440-7704 for more information.

## High School Connections

### College Credit for High School Students

Students can earn college credit while still in high school. This can be done in a number of ways including Dual Credit, Expanded Options, and other college credit options.

#### Dual Credit

The dual credit program offers opportunities through partnerships with Douglas County schools by providing lower division academic and entry-level career technical courses that are transcribed through UCC. The classes are taught by high school instructors who meet UCC faculty qualifications and have articulated the course content with UCC. For more information about dual credit, visit [umpqua.edu/high-school-connections](http://umpqua.edu/high-school-connections) (<http://umpqua.edu/high-school-connections/>) or contact [HSCconnections@umpqua.edu](mailto:HSCconnections@umpqua.edu) or 541-440-7709.

#### Expanded Options Program

The Expanded Options Program (EOP) was created in 2005 through Senate Bill 300 (SB 300) to provide students with additional options to continue or complete their education and to allow them to earn concurrent high school and college credits. If accepted into the program, students take classes on the UCC campus or online, and the students' sponsoring high school covers the cost of tuition and fees. Some high schools in the area have a waiver and do not participate in the program.

To be eligible to apply, students must be:

- 16 years of age or older at the time of enrollment and in grade 11 or 12
- Currently enrolled in high school, and
- On track to complete course requirements for graduation

#### Other College Credit Options

Students who are still in high school may also take college classes by filling out the Pre-College Verification form. This form must also be signed by the student's high school or home school representative, and the student is responsible for the cost of tuition, fees, and books. Successfully submitting the form will provide the student a 20% discount on tuition. For more information, [umpqua.edu/high-school-connections](http://umpqua.edu/high-school-connections) (<http://umpqua.edu/high-school-connections/>) or 541-440-7709.

## Independent Study

Independent study focuses on subjects beyond the course curriculum, or in-depth study of a particular aspect of course content. Independent study affords an opportunity for instructors to challenge advanced students who are interested in more in-depth pursuit of subject matter. Provides an avenue for students who have previous study in a subject area to complete further work for credit.

- Course arrangements must be made in advance. Credit will not be granted retroactively.
- Approval for student registration must be granted by the department responsible based upon student/instructor's written request, and by the department chair.
- Credit to be granted will be decided by the department responsible, with each credit equivalent to 20 clock hours minimum.

- Objectives are to be specified in writing, including dates for completion of particular activities or assignments and approved by the Instructor or department chair.

To qualify, students must have approved previous background in the appropriate content area, or be performing at a high quality level in current course work and willing to take on the additional work.

## Transcripting and Transferring Credits

Students transferring from another college please note:

1. If pursuing transfer credit: An official copy of all transcripts should be received by the Office of Registration and Records at UCC within the first term of attendance.
2. U.S. students with international transcripts need to have their credentials evaluated by a Credential Evaluation Service before credits can be transferred to UCC. This evaluation determines the United States education equivalent and provides a recommendation on how to award credit. Click on Credential Evaluation Services ([http://www.internationalstudent.com/study\\_usa/application-process/credential-evaluators/choosing-a-service/](http://www.internationalstudent.com/study_usa/application-process/credential-evaluators/choosing-a-service/)) to find companies that provide this service and their cost information.
3. Credits are only accepted from colleges and universities accredited through the following organizations;
  - a. Accrediting Commission for Community and Junior Colleges (ACCJC) Western Association of Schools and Colleges
  - b. Higher Learning Commission (HLC)
  - c. Middle States Commission on Higher Education (MSCHE)
  - d. New England Commission of Higher Education (NECHE)
  - e. Northwest Commission on Colleges and Universities (NWCCU)
  - f. Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
  - g. WASC Senior College and University Commission (WSCUC)
4. Transferred credits become part of the permanent academic record, and/or as listed below:
  - a. A grade of D is acceptable in transfer work unless the specific program or degree requires a grade of C or higher.
  - b. Career-Technical (vocational) credits will be accepted toward the AAS degree; and 12 such credits may count toward the AS and AA degrees.
  - c. Credit for military training is granted on the basis of recommendations by the American Council on Education (ACE) as contained in the "Guide to the Evaluation of Educational Experiences in the Armed Services." UCC accepts credits from the military DPSST and USAFI programs, as recommended by the ACE. All military credits are to be listed on a military transcript:
    - i. Army – Army/ACE Registry System (AARTS)
    - ii. Air Force – Community College of the Air Force
    - iii. JST - Joint Services Transcript
    - iv. Marines – Individual Training Standards System, Maintenance Training Management and Evaluation Program (ITTS MATMEP)
    - v. Navy – Navy Occupation/Training and Awards History
  - d. Credit for College Level Examination Program (CLEP) and the Advanced Placement (AP) Tests are granted based on acceptable scores.
  - e. For information on a Credit for Prior Learning (CPL) program, contact the Office of the Registrar at [registration@umpqua.edu](mailto:registration@umpqua.edu).