

UNIVERSITY OF BALTIMORE
Academic Policy Cover Sheet

(See Process for Academic Policy Development, Revision or Discontinuance)

INITIATING GROUP / UNIT: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input type="checkbox"/> UFS <input type="checkbox"/> Office of the Provost <input type="checkbox"/> LDEIC <input checked="" type="checkbox"/>
CONTACT NAME: Oblak / Potthast PHONE: 5260 / 5342
POLICY TITLE: Credit by Methods other than For-Credit College Instruction (AP, CLEP, IB, DANTES, prior learning)
APPLIES TO: LAW <input type="checkbox"/> MSB <input checked="" type="checkbox"/> YGCLA <input checked="" type="checkbox"/>
SPECIFIC PROGRAM (if applicable):
PROPOSED IMPLEMENTATION DATE / SEMESTER: Fall, 2007

Box 1: ACTION ITEM (check appropriate box)	DOCUMENTS REQUIRED (see box 2 below)	REVIEW / APPROVAL SEQUENCE (see box 3 below)
<input type="checkbox"/> 1. New Policy	AB – others as appropriate	ABCDE – varies
<input checked="" type="checkbox"/> 2. Policy Revision	AB – others as appropriate	ABCDE – varies
<input type="checkbox"/> 3. Discontinuance of Existing Policy	AB	ABCDE – varies

Box 2: DOCUMENTATION (check boxes of documents included) (may include documents in addition to required ones)			
<input checked="" type="checkbox"/> A. AP Cover Sheet (this document)	<input type="checkbox"/> D. Additional Forms (as may be needed to support procedures)	<input type="checkbox"/> F. Other (please list)	
<input checked="" type="checkbox"/> B. AP Proposal Summary	<input type="checkbox"/> E. Samples of Similar Policies		
<input type="checkbox"/> C. Procedures (as appropriate)			

Box 3: REVIEW / APPROVAL SEQUENCE	SIGNATURES (as appropriate)	DATE
A. School / College Dean	<i>Susan Zaccaro / Jay W. ...</i>	2/23/07
B. Policy Coordinator	<i>Marla Levine</i>	2/28/07
C. Academic Policy Review Committee Chair (UFS subcommittee--CRC)		
D. University Faculty Senate Chair (UFS option)	<i>Full ...</i>	3/14/07
E. Provost and Senior Vice President for Academic Affairs	<i>John ...</i>	7/24/07
F. Attorney General's Office	Signature not required. If AG review is necessary, the date of approval may be received via e-mail and would be added by the Policy Coordinator.	
G. 10-Day Open Comment Period		
H. President		
I. USM / Board of Regents – approval	Signature not required. If USM review is necessary, the date of approval would be added by the Policy Coordinator.	

Academic Policy Proposal Summary

INITIATING GROUP / UNIT:	LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input type="checkbox"/> UFS <input checked="" type="checkbox"/> Office of the Provost <input type="checkbox"/>
CONTACT NAME:	<i>Oblak / Potthast</i> PHONE: <i>5260 / 5342</i>
POLICY TITLE:	<i>Credit by Methods other than For-Credit College Instruction (AP, CLEP, IB, DANTES, prior learning)</i>
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I. Statement of Purpose:

To update policy for transfer credit to accommodate FSP. In particular, there was a need to review and revise policy for giving credit for Advanced Placement (AP) Exams and International Baccalaureate (IB) Exams.

The policy was broadened to include all methods currently used to award credit for other than by for-credit college instruction and consider as a whole.

II. Policy (including authority for policy waiver, exclusions, or sanctions, if any) can be attached if too lengthy for this box.

Attached.

III. Reason(s) for Proposed Policy

To update policy for transfer credit to accommodate FSP. In particular, there was a need to review and revise policy for giving credit for Advanced Placement (AP) Exams and International Baccalaureate (IB) Exams.

The policy was broadened to include all methods currently used to award credit for other than by for-credit college instruction and consider as a whole.

Academic Policy Proposal Summary (Page 2)

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IV. Current Policy (if proposal is a revision or discontinuance), including date of adoption if available, can be attached if too lengthy for this box.

Part of the current policy is contained under transfer credit policies in the Admissions section of the Undergraduate catalog.

See specifically: Credit for Prior Learning (2006-2008 UG catalog, pg 27).

Part of the current policy is contained in the Academic Policies section of the Undergraduate catalog.

See specifically: CLEP Examination Policy (2006-2008 UG catalog, pg 36).

V. Other (who was consulted, definition of terms, etc.)

- Reviewed by members of academic advising staff CLA & MSB
- Reviewed by LDEIC

Credit by Methods other than For-Credit College Instruction (AP, CLEP, IB, DANTES, prior learning)

The University of Baltimore will accept a maximum of 30 total credits earned by any combination of credits from one or more of the following sources: acceptable College Level Examination Program (CLEP) scores, acceptable advanced placement (AP) examination scores, successful completion of International Baccalaureate (IB) examinations, Defense Activity for Non-Traditional Education Support (DANTES) and /or transfer credit for occupational competency/life experience.

Students may have earned some credits by these methods that are not applicable to a degree at UB. Whether or not and in what manner these credits can be applied towards graduation requirements will be determined by the appropriate dean, program director, or first and second year program director.

For transfer students the CLEP, AP, IB, DANTES or occupational competency/life experience credits previously applied by another institution may be counted as part of the credits required for admission. In addition, for transfer students a waiver to the 30-credit limit on these credits may be granted by the appropriate dean or program director when they are included as part of an associate's degree.

College Level Examination Program (CLEP) Examinations

Since CLEP tests are most often taken to fulfill lower division requirements, CLEP scores are acceptable for credit before completion of 90 credit hours. Once the student has begun the last 30 credits of study, CLEP scores are no longer acceptable for credit.

Advanced Placement (AP) Examinations

The University of Baltimore accepts Advanced Placement credit as long as the examination score meets minimum requirements. For information regarding minimum scores contact the Office of Admissions.

International Baccalaureate (IB) Examinations

Students who have completed higher level International Baccalaureate (IB) courses or the requirements for an IB diploma in high school and have successfully completed the corresponding IB examinations may be entitled to credit at the University of Baltimore. Contact the Office of Admissions for information.

Defense Activity for Non-Traditional Education Support (DANTES)

UB awards credit based on scores on the DANTES Subject Standardized Tests (DSST) and follows the recommendations of the American Council on Education regarding the amount and type of credit awarded for minimum scores. Those who have training or

learning experiences as military personnel and would like additional information should contact the Office of Admissions.

Credit for Prior Learning

The University of Baltimore itself does not grant academic credit for occupational competency/life experience. It will, however, accept such credits, including institutional examination credits, upon transfer when they have been awarded by a regionally accredited academic institution and are documented on an official transcript.