

**Procedure Title:** Credit for Prior Learning (CPL)  
**Procedure Number:** 05-2015-0004  
**Board Policy Reference:** I.B.

**Accountable Administrator:** Vice President, Instruction  
**Position responsible for updating:** Registrar  
**Original Date:** 9/1/15  
**Date Approved by College Planning Council:** 05/12/21  
**Authorizing Signature:** *Original signature on file*  
**Dated:** 05/12/21  
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**Purpose/Principle/Definitions:**

Blue Mountain Community College acknowledges that students learn in many different ways and through a variety of experiences, both in and outside of the classroom; therefore, has approved the following options for students to receive college credit for prior learning in the following areas: Institutional Challenge Exams and other forms of assessment, Military Credit, Portfolio, and Credit for Prior Certification. This procedure is in accordance with Northwest Commission on Colleges and Universities standard 2.C.7 and State of Oregon, Higher Education Coordinating Commission’s Credit for Prior Learning standards.

**Standards for Awarding Credit:**

- Academic credit will be awarded only for those courses directly applicable to curriculum requirements at the college and to the student’s declared certificate or degree program as outlined in college publications.
- A student may use CPL to fulfill degree/certificate requirements, except for the mandatory residency requirements, up to a maximum of 25% of the credits required for the certificate/degree as guided by regional accreditation standards.
- All CPL credits will be appropriately noted on the student’s transcript.
- All work assessed for CPL must meet or exceed “C” level work. Minimum cut-off scores on standardized tests are set at “C” level work.
- In order to be awarded CPL, the credit must be earned through one of the following options:

CPL type	Fee Structure	Definition
<b>Institutional Challenge</b>	Fee per credit	Credit granted through the assessment of course student learning offered by the institution.

<b>Exams and other forms of assessment.</b>	Fee per course	Credit granted for tests of learning – CLEP, DPSST
<b>Military Credit</b> ACE for military training & experience	No fee	Credit granted through evaluation of ACE published credit recommendations for formal instructional programs offered by non-collegiate agencies, both civilian employers and the military.
<b>Portfolio</b>	Fee based on	Credit granted for the preparation and defense of a collection of evidence by a student to demonstrate and validate college-level credit for learning acquired outside of the classroom. The demonstrated learning must be relevant to the student's degree program.
<b>Credit for Prior Certification</b>	Fee per Course	Credit granted for other prior learning experiences not listed in above areas, such as credit granted for industry certifications for proof of applied knowledge and skills in an industry-identified area (ex: NCRC, ECE, CJ, EMT, Fire Science, Journeyman's card)

- Credits granted to enrolled students only (NCCU standard), Students applying for prior learning credits must be enrolled during the academic year in which the request for CPL is made and transcribed.
- Credits earned through CPL are not financial aid eligible.
- Credit will be granted when the subject matter is equivalent to regular course offerings. CPL courses and credits will be transcribed on the BMCC transcript under the BMCC course number and title.
- The cost for CPL credits will be based on the fee structure in place at the time the student applies for the credit. There will be no fee charged for the transcription of military credits.
- CPL credits must be paid for prior to the exam or prior to when credits can be transcribed.
- Credits will be transcribed using the following designations and criteria and will be assigned a grade of "P" with the exception of institutional challenge exams:

***Institutional Challenge, Exams and Other Forms of Assessment***

- CH: Credit-by-Exam (Institutional Challenge)
  - Credit will be awarded based on the scores received from a comprehensive examination or series of examinations. Not all courses are eligible for CH. A list of eligible courses will be listed in the Academic catalog each year, online, and can be obtained from the Office of Instruction.
- CLEP: College-Level Examination Program
  - Credits will be awarded based on the official CLEP scores received from the College-Level Examination Program of the College Board. CLEP test scores must be dated within three years of the exam completion date. The BMCC course number, title, and the number of credits awarded will be based on BMCC's approved CLEP credit chart.

- CPL: DPSST Training (DPSST training for criminal justice program)
  - Credits will be awarded for specific courses based on the DPSST training received during or after 2002 *or* employment in the criminal justice field for a minimum of three years. The BMCC course number, title, and the number of credits awarded will be based on BMCC's approved DPSST credit chart.

***Military Credit:***

- MIL: Military
  - Credits will be awarded based on American Council of Education guidelines for evaluation of military training. The BMCC course number, title, and number of credits awarded will be determined by the Records Office and the appropriate instructional departments.

***Portfolio:***

- EL: Portfolio (Experiential Learning)
  - Credits will be awarded for specific courses based on the recommendation of the faculty assessment of the students completed portfolio.

***Credit for Prior Certification***

- CPL: Early Childhood
  - Credits will be awarded to students who have obtained the Child Development Associate Credential or Step 7 of the Oregon Registry for Childhood Care and Education. The BMCC course number, title, and the number of credits awarded will be based on BMCC's approved ECE credit chart.
- CPL: Apprenticeship
  - Credits will be awarded for a valid (not expired) Journeyman's JBAC card. The BMCC course number, title, and the number of credits awarded will be based on BMCC's approved APR course.
- CPL: Criminal Justice
  - Credits will be awarded to students who have completed DPSST training as approved by the statewide advisory board. The BMCC course number, title, and the number of credits awarded will be based on BMCC's approved CJ credit chart.
- CPL Fire Science/EMT
  - Credits will be awarded to students who have completed training as approved by the statewide advisory board. The BMCC course number, title, and the number of credits awarded will be based on BMCC's approved FS/EMT credit chart.
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- CPL: National Career Readiness Certificate (NCRC)
  - Credits will be awarded for completion at the silver, gold or platinum level. NCRC certificate must be dated within three years of the exam completion date. Credit will be granted for RD120.