

**Coast Community College District**  
**BOARD POLICY**  
Chapter 4  
Academic Affairs

---

## **BP 4235 Credit for Prior Learning**

### **References:**

Title 5 Section 55050

Credit may be earned by students who satisfactorily pass authorized assessments. The Board may grant credit to any student who satisfactorily passes an assessment approved or conducted by proper authorities of the Colleges in the District. For the purposes of this Policy, "assessment" means the process that faculty undertake with a student to ensure that the student demonstrates sufficient mastery of the course outcomes as set forth in the course outline of record. "Sufficient mastery" means having attained a level of knowledge, skill, and information equivalent to that demonstrated generally by students who receive the minimum passing grade in the course. Such credit may be granted only to a student who is registered at one of the Colleges in the District and in good standing and only for a course listed in the catalog of the Colleges in the District.

The Board delegates the authority to grant credit as described in the paragraph above to the College Presidents or their designees.

The student's academic record shall be clearly annotated to reflect that credit was earned by assessment of prior learning.

Units for which credit is given pursuant to Title 5 Section 55050 shall not be counted in determining the 12 semester hours of credit in residence required for an associate degree.

The Board will review this Policy every three years, and the Chancellor or designee will report findings to the California Community Colleges Chancellor's Office. Findings shall include data disaggregated by gender and race/ethnicity including the number of students who received credit for prior learning, the number of credits awarded per student, retention and persistence rates of students earning credit for prior learning, completion data (for certificate, degree, and transfer) for students earning credit for prior learning, and qualitative assessments by students of this Policy and the associated Administrative Procedure.

A fee may be charged for the administration of authorized examinations, provided that the fee does not exceed the enrollment fee which would be associated with enrollment in the course for which the student seeks credit by examination.

In addition to posting on the District web site, this Policy and the associated Administrative Procedure will be published in each of the College catalogs.

Adopted June 15, 1988

Revised March 5, 1996

Renumbered from CCCD Policy 030-4-2, Fall 2010

Revised August 15, 2012

Revised December 9, 2020