

TRANSFER OF CREDIT

Reference: HLC Transfer criteria, ACE Accredited Institutions Handbook

The College accepts credits earned from regionally accredited institutions in the United States. The American Council on Education Accredited Institutions of Postsecondary Education publication is used to identify appropriate accreditation. There are certain conditions under which international credit may be accepted.

Alternative Options for Credit

The College believes there is validity in life experience learning and, therefore, grants credit for learning acquired from work or life experience, participating in courses or training sponsored by professional associations, businesses, industry, unions, the government, and the military or College Level Examination Program (CLEP) or other recognized testing entity.

Policy included in WWCC Catalog

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Alternative Options for Awarding WWCC Credit

The College may grant a maximum of 40 credit hours for life experience learning toward an associate degree. Transfer of these life experience credits to other institutions, however, is at their discretion. Grades on these courses are noted as either S or U on the student's transcripts.

The College may grant these credits in 4 ways to a current WWCC student:

CLEP Examinations

A student who earns a specified score on a College Level Examination Program (CLEP) exam can receive college credit for that course. There is a fee for each exam. Further information on fees, subject tests, required scores and scheduling is available in the ACE-IT Center.

To receive credit for these exams, students must achieve a specified score and have an active WWCC transcript. Since these core requirements are constantly under review, students should discuss the current requirements with the Support, Disability and Counseling center or Registration and Records.

Credit by Examination

A student may request credit by examination for any course for which a CLEP test is not available. If the exam indicates the student is as proficient as a typical student who completes the course, the College will award that student credit for that course.

The student, furthermore, will be allowed to take an advanced course or to proceed to other courses. Four conditions, however, apply:

1. Must be enrolled at WWCC.
2. Cannot take the exam during the last thirty calendar days of the semester.
3. Cannot earn credit by examination if he or she has completed a higher level course in the same subject.
4. Must pay the established fee for taking the examination.

Outside Courses and Programs

Students may receive college credit if they have taken courses or programs, for example, while working for a business or while in the military, and these courses are listed in an appropriate credit assessment guide.

Students with military service also will receive credit for physical education in accordance with the recommendations of the Accreditation of Service Experiences. Credit will also be given to students who have successfully completed advanced military science courses.

Students must request credit for military service in writing and must submit appropriate documentation.

Credit for Similar Work

If a student believes that he or she has completed work that corresponds to the work required for particular WWCC course, that student may submit a written request to the Registrar asking for credit for that course. The student must submit supporting material and documentation. The Registrar will review the material, and forward it to the Division Chairperson and the appropriate instructor for a recommendation. The student will be notified by the Registrar of the results.

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