

# Academic Credit for Prior Learning

Big Bend Community College (BBCC) awards Academic Credit for Prior Learning (ACPL) for students able to document mastery of the appropriate subject matter. Admitted students, attending or registered for courses when the request for credits is evaluated, are eligible. ACPL (previously known as Prior Learning Assessment) includes non-traditional learning demonstrated by several methods as described below.

## Types of prior learning

- **Credit by Testing** – *Credit awarded for achievement of approved scores on commonly accepted higher education equivalency exams such as Advanced Placement (AP), College Level Examination Program (CLEP), International Baccalaureate (IB), Cambridge A level exams, and DANTES (DSST).*
  - Only official test scores will be evaluated. Contact the testing organization and request official test scores sent to BBCC Student Services – 7662 Chanute St NE – Moses Lake, WA 98837
  - BBCC does not currently charge a fee for test score evaluation or for credits awarded
  - Click these links for credit equivalencies for CollegeBoard [AP](#) and [CLEP](#) examinations
- **Extra-Institutional Learning** – *Knowledge and skills acquired outside the institution and objectively verified through third-party certifications and industry-recognized testing/training.*
  - Specific Examples:
    - *Basic Law Enforcement Academy:* CJ& 110 Criminal Law (5 credits), CJ 210 Intro to American Policing (5 credits), CJ 215 Criminal Investigations (5 credits), PE 125 Conditioning (3 credits) *awarded after successful completion of CJ& 101 Introduction to Criminal Justice*
    - *Child Development Associate (CDA):* ECED& 105 Introduction to Early Childhood Education (5 credits), ECED& 107 Health/Safety/Nutrition (5 credits), and ECED& 120 Practicum (2 credits)
    - *Child Protective Services Mandated Reporting:* EDUC 106 Issues in Child Abuse (2 credits)
    - *Microsoft Office Specialist (MOS):* 1 credit BIM 285 for each MOS certification (up to 5 credits)
    - *Washington State Peace Officer Certification:* CJ 210 Intro to American Policing (5 credits)
  - Show the certificate to your academic advisor, who will forward a copy to BBCC Student Services
  - Military Experience
    - Request an official military transcript be sent to BBCC. Click here [to order a JST transcript](#) or here for [Air Force transcripts](#)
  - BBCC does not currently charge a fee for evaluating or awarding extra-institutional learning credits
- **Course Challenges** – *Challenge examinations are sufficiently comprehensive to determine that the student has the same knowledge and skills as those students who enroll in, and successfully complete, the course. A student should have previous training, private study, work experience, or other bona fide qualifications indicating the student has knowledge or abilities equivalent to course completers.*
  - Contact the instructor of a course you wish to challenge. If the instructor agrees to offer the examination, arrange a testing date and time. Complete the Credit by Exam form, available from the Student Services office, and obtain the required signatures of the instructor and your advisor.
  - Bring the form to the Student Services Office in the 1400 Building for the final signature. You will not be allowed to challenge a course previously attempted or in which you are currently enrolled.
  - Take the signed form to the Business Office to pay the fee. Keep the form and attached receipt to give to the instructor when you test.
  - The instructor will return the completed form to the Student Services office and credits earned will be posted to your transcript.
- Credit awarded for non-traditional learning will be transcribed in the quarter and year that it is assessed. Credits awarded are not counted towards any requirement for quarter credits earned by Financial Aid or other agencies.
- Students are advised that, although this is a statewide approved process and credits awarded may be used towards a degree or certificate at BBCC and other Washington State Community and Technical Colleges, non-traditional credits may not transfer to another college or university, or may be re-evaluated at that institution.