



ACADEMIC CREDIT FOR
PRIOR LEARNING
(ACPL)

FACULTY AND STAFF
HANDBOOK

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GENERAL INFORMATION

1. What Is Academic Credit for Prior Learning (ACPL)?

In 2011, the House Bill 1795, the Washington State Legislature defined prior learning as: "...the knowledge and skills gained through work and life experience; through military training and experience; and through formal and informal education and training from in-state and out-of-state institutions including foreign institutions." Current changes in higher education, the economy and society in general, provide the impetus and context for the development of consistent and transparent policy and guidelines on assessing prior learning, and the implementation of practices that support increased assessment and award of credit for prior learning.

ACPL enables the student to articulate this knowledge and potentially earn credit for it. Methods of evaluating credit for prior learning include Advanced Placement (AP) examination; College Level Examination Program (CLEP); Course Challenge Examinations; DANTES Subject Standardized Test (DSST); Industry Training; Certifications and Licensures evaluation; International Baccalaureate examination (IB); and Military Education and Experience evaluation. (see definitions on page 5)

For AP, CLEP, DSST, IB, (cross walked) Industry Certifications and Licensures, military credit, course challenges or (non-cross walked) Industry Certifications and Licensures students need to have 15 transcribed WVC credits with a 2.0 or better GPA are eligible for ACPL consideration. No assurances of the number of credits awarded can be made prior to WVC review. Depending on the amount of other ACPL credit earned, a maximum of 30 credits can be used towards a WVC degree, except for Workforce programs which are limited to 25% of total credits for any degree/certificate.

Credentials for degree students are reviewed by faculty from participating departments who determine if this process is appropriate and make recommendations for awarding ACPL credit. Review is based on equivalency to courses listed in the WVC catalog.

2. ACPL Improves Student Retention and Completion

The Council for Adult and Experiential Learning (CAEL), with support from the Lumina Foundation for Education, conducted a multi-institutional study on ACPL and adult support outcomes, using the records of 62,475 students at 48 colleges and universities. The data from CAEL's student show that ACPL student had better academic outcomes, particularly in terms of graduation rates and persistence, than other adult students. Many ACPL students also shortened the time required to earn a degree, depending on the number of ACPL credits earned. ACPL students in this study also had much higher degree-earning rates than non-ACPL students. More than half (56%) of ACPL students earned a postsecondary degree within seven years, while only 21% of non-ACPL students did so.

3. Who Evaluates College-Level Learning?

Once students have their educational and career goals at least roughly defined, the student meets with the ACPL coordinator to discuss the possibilities for exploring ways to earn credit such as: AP, CLEP, DSST, IB, course challenge, industry certifications and licensures or military credit.

If a student wants to obtain credit for AP, CLEP, DSST, or IB they can meet with the WVC Registrar in the Admissions/Registration Office to obtain credit through this process. If the student wants to obtain credit from course challenge or Industry Certifications and Licensures they need to meet with the ACPL coordinator to determine their specific path. The ACPL coordinator will guide the student through the mutually agreed upon path.

4. How Long Does It Take to Get Credit?

For all ACPL credit will be granted only if student has 15 WVC transcribed credits with a 2.0 or better GPA. There is no guarantee credit can be awarded. The student and the Registrar will mutually agree upon the academic quarter to post the credit.

5. How Many Credits May Students Obtain Through ACPL?

WVC's regional accreditation commission limits awarding of Experiential Learning (portfolio) and any Workforce program credit to a maximum of 25% of total credits required for WVC degrees or certificates. (NWCCU standard 2.C.7). Depending on the amount of other ACPL credit earned, a maximum of 30 credits can be used towards a WVC degree.

Granting of credit is:

- a) Guided by generally accepted norms;
- b) Based on institutional mission and policy;
- c) Consistent across the institution, wherever offered and however delivered;
- d) Appropriate to the objectives of the course; and
- e) Determined by student achievement of identified learning outcomes (NWCCU standard 2.C.18).

A minimum of 33% of the credits required for a degree or certificate must be taken in residence at WVC. Courses may be taken at either campus locations or online.

6. Can ACPL Help the Student's GPA?

All ACPL receive a "P" grade with 70% or better score and does not affect the GPA **except for** course challenges which receive a letter grade (must be 70% or better) and does affect GPA.

7. Will ACPL Credits Transfer to Another College?

It is at the discretion of the receiving institution to determine transferability of credit for prior learning.

8. What Are Other ACPL Credit Award Facts?

- Does not count toward the residency requirement (33% of credits required for degree or certificate).
- May not satisfy credit load requirements for the purposes of veterans benefit program funding or any other student financial assistance program.
- Must be obtained using methods approved by the appropriate department or designated department faculty member in the discipline for which credit is sought.
- Will be identified as ACPL on student transcript without guarantee of any subsequent transfer and will be posted to transcript after quarterly grades have been released.
- WVC's regional accreditation commission limits awarding all Workforce program credit to a maximum of 25% of total credits required for WVC degrees or certificates. Depending on the amount of other ACPL exam credit earned, a maximum of 30 credits can be used towards a WVC degree.

9. What Is the Process and Fees?

Students complete the **Application for ACPL** (Appendix A) with the ACPL coordinator, Registrar or faculty evaluator.

Course Challenge and non-cross walked Industry Certifications and Licensures have a nonrefundable application fee of \$50 plus \$10 per credit attempted which is payable **in advance** at the Cashier's office. No fee is required for credit awarded through AP, CLEP, DSST, IB, cross walked industry certifications or licensures or military education or experience evaluation. Fees posted on the application are subject to change.

10. What Are the Methods of ACPL?

Currently, there are seven identified methods that WVC uses for evaluating ACPL. These methods are summarized below:

- Advanced Placement (AP): Credit for minimum scores on AP examinations given by the College Board is awarded as indicated on the current posted crosswalk [WVC AP Exam Scores](#) and upon receipt of official score reports. Official score reports must be submitted to the Registrar in the Admissions/Registration Office. AP credit awards will not be granted if the student is currently enrolled in or has successfully completed or earned credit for the course.
- College Level Examination Program (CLEP): WVC will award credit for CLEP examinations as indicated on the current posted crosswalk [College Board for College-Level Subject Exams \(CLEP\)](#). When no specific course number is listed, the most appropriate course equivalent is determined case by case-by-the appropriate department. Official score reports must be submitted to the Registrar in the Admissions/Registration Office.

- Course Challenge: Students who wish to apply for a course challenge must be interviewed by the ACPL coordinator and approved through the appropriate department. A course may not be challenged if the student is currently enrolled in, has previously earned credit in, or has previously audited the WVC course. Not all courses are available for challenge. Not all departments offer challenge exams [WVC course challenge list](#).
- DANTES Subject Test (DSST): Credits from Defense Activity for Non-Traditional Education Support Subjects Standardized Test (DSST) as indicated on the current posted [crosswalked](#). Official score reports must be submitted to the Registrar in the Admissions/Registration Office.
- Industry Certifications and Licensures: Individuals who have completed training through non-degree awarding agencies or institutions may apply for evaluation of credit as indicated on the current posted [crosswalked](#). Examples include recognized nursing, fire service training, law enforcement/corrections or fire science academies, and other certifications or licenses. Official documentation of training or licensure is required. All certifications or licenses must be current and valid and training must be documented with ACE National Guide to College Credit for Workforce Training. (If training is not documented with ACE, student should apply for credit using the ACPL course challenge method.)
- International Baccalaureate (IB): WVC will award credit for IB exam results as indicated on the current posted [crosswalked](#). When no specific course number is listed, the most appropriate course equivalent is determined case by case by the appropriate department faculty. Official score reports must be submitted to the Registrar in the Admissions/Registration Office.
- Military Education and Experience: WVC will award academic credit for military training. The academic credit awarded for prior military training must be granted only for training that is applicable to the student's certificate or degree requirements. You must have 15 WVC transcribed credits with a 2.0 or better GPA to be eligible for academic credit for prior learning (ACPL) consideration and have successfully completed any military training course or program as part of the military service that is:
 - Recommended for credit by a national higher education association that provides credit recommendations for military training programs;
 - Included in the individual's military transcript issued by any branch of the armed services;
 - Documented military training or experience that is substantially equivalent to any course or program offered by the institution of higher education.

11. What Are the ACPL Definitions?

Faculty Evaluator: Faculty member who is the subject matter expert (SME) for evaluating credit earned within their departments for students applying for ACPL credit. They represent the academic department in determining the equivalency of the ACPL certifications, licenses, articulations, exams and military documentation for ACPL credit and are the final approval authority for ACPL credit earned.

ACPL Coordinator: Specially trained staff member that meets with and assists the student in the ACPL process.

Academic Credit for Prior Learning (ACPL): Assessment of credit potentially earned for experiential learning. This assessment is documented in the form of test scores, certificates, licenses, or other documentation that is evaluated by the designated WVC faculty and staff to assess and transcribe the credit.

Registrar: Evaluates student credentials for AP, CLEP, DSST, IB or military experience for credit award. Also responsible for posting all ACPL credits awarded to the student's transcript.

ACPL PARTICULARS

1. What Does the ACPL Coordinator Do?

The ACPL coordinator guides the student to the most appropriate ACPL method in regards to the student's academic endeavors. The ACPL coordinator refers the student to the Registrar if they are seeking ACPL credit award for AP, CLEP, DSST, IB or military experience.

- Explores the simplest, most relevant, and cost-effective path for the student to receive credit and reviews student's eligibility for obtaining ACPL credit.
- Ensures the student doesn't already have credit for identified WVC course and notes the maximum number of credits student may obtain through ACPL.
- Works with faculty to identify appropriate WVC course based on ACE credit recommendations.
- Fills out ACPL application form with student for appropriate ACPL method.

2. What Does the Faculty Evaluator Do?

The Faculty Evaluator represents the academic department in determining the equivalency of the ACPL credit to the identified department's course.

- Acknowledges if department allows ACPL evaluation of any courses.
- Receives ACPL application form with receipt attached, if applicable, from student for appropriate ACPL method.
- Administers exam or reviews certificates and awards ACPL credit. Evaluates non-cross walked industry certifications or licensures and awards appropriate credit.

3. What Does the Department Do?

The department is the focal point for the student to receive ACPL credit. The department identifies the appropriate Faculty Evaluator which will handle the ACPL process for awarding ACPL credit for course challenge, non-cross walked industry certification or licensure, or military education or experience.

4. What Does the Registrar Do?

The Registrar evaluates student's credentials for AP, CLEP, DDST, IB or military experience for credit award. They are also responsible for posting all ACPL credits awarded on the student's transcripts.

- Evaluates the ACPL method/scores for AP, CLEP, DSST, IB and military credit.
- Consults faculty approved crosswalks for awarding credits.
- Posts the ACPL credits awarded to the student's transcripts after quarterly grades are released.

5. What Does the Cashier Do?

The Cashier must document payment of the fees for ACPL credit by initialing and dating the application that the student provides, along with attaching a copy of the receipt to the application. This provides evidence that the student has paid all fees for the ACPL credit.

APPENDIX A



APPLICATION FOR ACADEMIC CREDIT FOR PRIOR LEARNING (ACPL)

Name _____ SID# _____
 Email _____ Phone _____

FOR STUDENTS: READ THE FOLLOWING GENERAL POLICY CAREFULLY

- Must have 15 WVC transcribed credits with a 2.0 or better GPA to be eligible for academic credit for prior learning (ACPL) consideration.
- For course challenge or non-cross walked industry certification or licensures fees **must** be paid in advance (\$50 application fee plus \$10 per credit) before exam and payment of fees does not guarantee the award of credits.
- A WVC course may not be challenged if the student is currently enrolled in, has previously earned credit in, or has previously audited the course.
- ACPL credit is limited to a maximum of 30 credits required for WVC degrees or certificates. Workforce programs, specifically, are limited to 25% of total credits for degree.
- ACPL credits do not count towards the minimum residency requirement of 33% of degree or certificate credits that must be taken at WVC.
- ACPL courses receive a "P" grade and will not affect the GPA **except** for course challenges which receive a letter grade of "C" (70%) or better and does affect GPA.
- Credit may not satisfy credit load requirements for the purposes of veterans benefit program funding or any other student financial assistance program. Credit may be used to meet appropriate graduation requirements.
- Transferability of credit will be subject to the policies of the receiving institution.

*I request assessment for prior learning as indicated below. I have read and understand the general policy as outlined, and understand that **payment of fees is nonrefundable and does not guarantee award of credits**. I further understand that credit awarded will be posted to my transcript at the end of the grading period in which approval is granted.*

(This application is valid for one year from date received.)

Student Signature _____

Date _____

(Fees are subject to change)

FEES DUE (Office Use Only)							
Type of Assessment (no fees due)				Type of Assessment (nonrefundable fees)			
<input type="checkbox"/> Industry Certifications or Licensures (Has established crosswalk)				<input type="checkbox"/> Course Challenge		# of credits x \$10 =	\$
				Application Fee			\$50
				<input type="checkbox"/> Industry Certifications or Licensures		# of credits x \$10 =	\$
				Application Fee			\$50
				(No established crosswalk)			
TOTAL DUE							\$
FEE PAYMENT (completed by Cashier and receipt attached)							
Cashier initials: _____				Dated: _____		Amount Received: \$ _____	
REPORT OF ACPL AWARD							
Faculty Evaluator Name (Please Print)							
Course #	Course Title	Credits	Grade	Faculty Signature	Date	Div/Program Chair	Date

WHO DO I CONTACT?

GENERAL INFORMATION

Do you have questions, but not enough time to meet with a counselor, faculty advisor, educational planner or completion coach? Are you unsure who you should contact? For questions contact Pam Kelley, ACPL Coordinator at pkelley@wvc.edu or 682-6632.

ADVANCED PLACEMENT (AP): Contact Admissions/Registration Office

Credit for minimum scores on AP exams given by the College Board is awarded upon receipt of official score reports. Official score reports should be submitted to the Admissions/Registration Office. AP credit awards will not be granted if the student is currently enrolled in or has successfully completed or earned credit for the course.

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP): Contact Admissions/Registration Office

WVC will award credit for demonstrating competency in a broad subject area or a specific course through the College Board for College-Level Subject Exams (CLEP) crosswalk. The most appropriate course equivalent is determined case-by-case by the appropriate department.

COURSE CHALLENGE: Contact ACPL Coordinator

Student who wishes to apply for a course challenge must meet with the ACPL coordinator. A course may not be challenged if the student is currently enrolled in, has previously earned credit in, or has previously audited the WVC course. Not all courses are available for challenge and not all departments offer challenge exams.

DANTES Subject Test (DSST): Contact Admissions/Registration Office

Credits from Defense Activity for Non-Traditional Education Support Subjects Standardized Tests (DSST) examination program offered by Educational Testing Services are accepted.

INDUSTRY CERTIFICATION OR LICENSURES: Contact ACPL Coordinator

Individuals who have completed training through non-degree awarding agencies or institutions may apply for evaluation of credit. Examples include recognized nursing and fire science training, etc. Official documentation of training or licensure is required. All certifications or licenses must be current and valid and training must be documented with ACE National Guide to College Credit for Workforce Training.

INTERNATIONAL BACCALAUREATE (IB): Contact Admissions/Registration Office

WVC will award credit for Higher Level International Baccalaureate exam. When there is no specific course the most appropriate course equivalent is determined case-by-case by the appropriate department faculty.

MILITARY EDUCATION AND EXPERIENCE: Contact Veterans Office

The Armed Forces of the United States provide military personnel with a great variety of educational opportunities through formal service school training programs and off-duty educational activities. Credit may be granted for satisfactory completion when it is specific and applicable to the student's program or degree.

APPENDIX B

WVC APPROVED CHALLENGE LIST

*Forward any interested students to Pam Kelley, ACPL Coordinator
Office WTI 2144, 682-6632*

Division	Course	Title	Credits	Instructor
Allied Health	HLTH 123	Medical Terminology	3	Jan Kaiser
	NURS 100A	Basic Patient Care	10	Jenny Capelo
	CDS, MA, MLT, RADT - Contact Division Chair			
Business & Computer Technology	ACCT 102	Practical Accounting I	5	Accounting Faculty
	BCT 100	Basic Computer Keyboarding	2	Sompheng Batch
	BCT 105	Computer Applications	5	
	BCT 125	Internet Use	2	
Developmental Education	SDS & LIBR - Contact Division Chair			
Fine Arts & Humanities	ART, ASL, CMST, HUMN, JAPN, LATN, THTR - Contact Division Chair			
	MUS 100	Introduction to Music	5	Juel Iwaasa
	MUSC&131	Music Theory I	3	
	MUSC&132	Music Theory II	3	
	MUSC&133	Music Theory III	3	
	PHIL&101	Introduction to Philosophy	5	Craig Vander Hart
	SPAN&121	Spanish I	5	Rene Baca
	SPAN&122	Spanish II	5	
	SPAN&123	Spanish III	5	
Math	MATH 098	Elementary Algebra	5	Division Chair
	MATH 099	Intermediate Algebra	5	
	MATH&141	Precalculus I	5	
	MATH&142	Precalculus II	5	
PE	PE & PEHR - Contact Division Chair			
Science	ASTR, BIOL, CHEM, GEOL, METR, PHYS - Contact Division Chair			
	ENGR 102	Engineering Graphics & Design	4	Arius Elvikis
	ENGR 105	Computer Aided Drafting	5	
Social Science	ECON, GEOG, HIST, POLS, PSYC, SOC - Contact Division Chair			
Technology & Industry	AGRI, AUTO, CJ, ECE, ELEC, ELTRO, ENGR, ESRT, NATR, OCED, WELD - Contact Division Chair			
	INDT 105	Machining Technology I	10	Micky Jennings
	INDT 115	Machining Technology II	10	
Transfer English	ENGL&101	Composition I	5	Division Chair

NOTE: No diversity courses are available for course challenge.

WVC COURSE CHALLENGE PROCEDURES

For Students

1. In order to qualify for course challenge by examination, I must complete the following checklist:
 - ☐ I have 15 or more WVC transcribed credits.
 - ☐ My GPA is 2.0 or better.
 - ☐ I understand that not all courses are available for course challenge and not all departments offer challenge exams.
 - ☐ I have not previously taken, have received credit, or audited the course to be challenged.
 - ☐ I understand that a course challenge exam and may not be repeated for additional credit.
 - ☐ I understand that course challenge credits will not fulfill the writing requirement for advanced English composition.
 - ☐ I can only challenge one course at a time.
 - ☐ I understand that credit is allowed only for examination in which I have received a 70% or better. Successful course challenge receives a letter grade and it will affect my GPA.
 - ☐ ACPL credit is limited to a maximum of 30 credits required for WVC degrees but for all workforce programs it is limited to 25% of total credits for degree or certificate.
 - ☐ I have read and understand the LIMITATIONS of ACPL credit and how four-year institutions may evaluate it.
2. Make an appointment with the ACPL coordinator (Pam Kelley, 682-6632) who will determine my eligibility by reviewing my transcript, the above information and to help determine which course I want to challenge.
3. I meet with ACPL coordinator who confirms the student's eligibility and to help determine which course student wants to challenge.
4. ACPL coordinator contacts appropriate department to determine if course is challengeable and to get a Faculty Evaluator referral and drafts up ACPL application and gives the original to me.
5. Take the ACPL application to cashier and pay the appropriate fees (includes application fee of \$50 plus processing fees for credits attempted, which is \$10 per credit.) **Fees must be paid prior** to taking challenge exam and payment of fees is non-refundable and does not guarantee award of credit. Cashier will attach receipt to ACPL application form.
6. I contact Faculty Evaluator to make an appointment to review challenge course and to set examination. At this time I give original ACPL application with payment receipt attached to Faculty Evaluator.
7. After exam the Faculty Evaluator completes the ACPL application by entering course number, title, credits, grade, then signs, dates form, and gives a copy of completed application to student.
8. Faculty Evaluator delivers original ACPL application to department chair for approval and then sends it to ACPL coordinator for processing with Registrar.

APPENDIX C: PROCEDURES & DESCRIPTIONS FOR ACPL CATEGORIES

Academic Credit for Prior Learning (ACPL), formerly known as Prior Learning Assessment (PLA), is the knowledge and skill gained through military training and experience; and formal and informal education and training at in-and out-of-state institutions.

Currently enrolled students may earn college credit when they demonstrate by examination or evaluation that their professional experience or substantial prior learning meets the specific outcomes of a WVC course. Not all courses at WVC are designated appropriate for credit by examination or evaluation and each department determines the evaluation method required for students to demonstrate mastery of the course content. Academic credit for prior learning can be awarded through one of the following options:

- Advanced Placement (AP)
- College Level Examination Program (CLEP)
- Course Challenge
- DANTES Subject Test (DSST)
- Industry Certification or Licensures
- International Baccalaureate (IB)
- Military Education and Experience

The following restrictions apply to awarding ACPL credits:

- Students must have 15 WVC transcribed credits with a 2.0 or better GPA to be eligible for academic credit for prior learning (ACPL) consideration.
- There is no assurance that any ACPL credit will be granted.
- ACPL credits cannot duplicate credits that have already been awarded.
- ACPL credit is limited to a maximum of 30 credits required for WVC degrees or certificates. Workforce programs, specifically, are limited to 25% of total credits for degree.
- ACPL credits do not count towards the minimum residency requirement of 33% of degree or certificate credits must be taken at WVC.
- ACPL courses receive a “P” grade and will not affect the GPA except for course challenges which receive a letter grade of “C” (70%) or better and does affect GPA.
- A non-refundable fee application fee of \$50 plus \$10 per credit attempted must be prepaid for course challenges and (non-cross walked) Industry Certification or Licensure assessment.
- View the [ACPL application form](#) and the [WVC course challenge list](#) at wvc.edu/PLA

For further information about process or fees for ACPL, contact Pam Kelley, ACPL Coordinator at 682-6632.

ADVANCED PLACEMENT (AP)

The College Entrance Examination Board Advanced Placement Program allows high school students to earn college credit for high school work. Students usually take a high school honors course to prepare for the national AP exams each May. Advanced placement exams are offered in a number of academic disciplines. Credit for these exams is granted under the following conditions:

- WVC is not a testing site for AP and official scores must be submitted for evaluation.
- Students must have 15 WVC transcribed credits with a 2.0 or better GPA to be eligible for academic credit for prior learning (ACPL) consideration.
- Credits awarded are based on the type of test taken and the score received. For English Composition tests, WVC only accepts scores of a 4 or 5.
- View WVC AP Exam Scores for a complete breakdown on how credit is awarded.
- A maximum of 10 AP credits can be earned in a distribution area (maximum of 5 credits in world languages). No more than 5 AP credits can be used to meet the writing skills requirement for a degree. AP credit will not fulfill the writing requirement for advanced English composition.
- For an AP test that does not appear on the AP Exam Score chart, WVC will grant a maximum of 5 credits within subject area for a score of 3 or higher.
- ACPL credit is limited to a maximum of 30 credits required for WVC degrees or certificates. Workforce programs, specifically, are limited to 25% of total credits for degree.
- AP credit receives a “P” grade, will not affect the GPA and will not apply towards WVC residency requirements.
- There is no fee for this evaluation.

PROCESS for documenting credit:

- *Student must order official AP scores and bring to meeting with WVC Registrar to review and ascertain credit award.*
- *Registrar reviews AP crosswalk with student to verify credit they are requesting, and the year-quarter credit will be posted.*
- *Registrar posts approved AP credits to transcript after quarterly grades have been released.*

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

Students may earn credit by demonstrating competency in a broad subject area or a specific course through the [College Board for College-Level Subject Exams \(CLEP\)](#). Credit is awarded according to the following [guidelines](#):

- WVC is not a testing site for CLEP and official scores must be submitted for evaluation.
- Students must have 15 WVC transcribed credits with a 2.0 or better GPA to be eligible for academic credit for prior learning (ACPL) consideration.
- Students must achieve a score in the 50th percentile or higher to receive a 'P' credit.
- A maximum award of 10 CLEP credits can be earned in a distribution area (maximum of 5 credits in world languages). No more than 5 CLEP credits can be used to meet the writing skills requirement for a degree. CLEP credit will not fulfill the writing requirement for advanced English composition.
- CLEP credit is not allowed if credit has been received for a more advanced class.
- ACPL credit is limited to a maximum of 30 credits required for WVC degrees or certificates. Workforce programs, specifically, are limited to 25% of total credits for degree.
- CLEP credit receives a "P" grade, will not affect the GPA and will not apply towards WVC residency requirements.
- There is no fee for this evaluation.

PROCESS for documenting credit:

- *Student must order official CLEP scores and bring to meeting with WVC Registrar to review and ascertain credit award.*
- *Registrar reviews CLEP crosswalk with student to verify credit they are requesting, and the year-quarter credit will be posted.*
- *Registrar posts approved CLEP credits to transcript after quarterly grades have been released.*

COURSE CHALLENGE

Challenge credit is earned by demonstrating achievement of course outcomes. The appropriate department determines the method of demonstrating proficiency, usually an instructor-designed comprehensive exam. A list of courses that may be challenged is available in the Admissions/Registration Office or download the [WVC course challenge list](#). The following guidelines apply:

- Students must have 15 WVC transcribed credits with a 2.0 or better GPA before credits may be awarded and only if the learning experience falls within the regular curriculum of the college.
- Students are not allowed to take an examination for a course they have previously enrolled in or audited at WVC. If they have already taken and failed an examination for credit, they may not repeat the examination. Challenge exams may not be repeated for additional credit.
- Not all courses are available for challenge and not all departments offer challenge exams.
- Credit is allowed only if student has received a grade of “C” (70%) or better. Successful course challenge receives a letter grade and it will affect GPA.
- Individual departments or programs may require that a student successfully complete the next highest sequential course before receiving credit. However, a student cannot receive credit by examination for any course if they have already completed a more advanced course in that subject area.
- A maximum of 10 challenge credits can be earned in a distribution area. No more than 5 challenge credits can be used to meet the writing skills requirement for a WVC degree. Challenge credits will not fulfill the writing requirement for advanced English composition.
- Course challenge credit from other institutions will be accepted by WVC in accordance with policy guidelines.
- ACPL credit is limited to a maximum of 30 credits required for WVC degrees or certificates. Workforce programs, specifically, are limited to 25% of total credits for degree.
- There is a non-refundable application fee of \$50 plus a \$10 fee for each credit attempted and must be paid prior to challenge exam.

PROCESS for documenting credit:

- *Student meets with ACPL coordinator who confirms the student's eligibility by reviewing student's transcript and helps determine which course student wants to challenge.*
- *ACPL coordinator contacts appropriate department to determine if course is challengeable and to get a Faculty Evaluator referral and drafts up ACPL application and gives to student.*
- *Student takes ACPL application to cashier and pays appropriate fees (includes application fee of \$50 plus processing fees for credits attempted, which is \$10 per credit.) **Fees must be paid prior** to taking challenge exam and payment of fees is non-refundable and does not guarantee award of credit. Cashier will attach receipt to ACPL application form.*
- *Student takes ACPL application with payment receipt to Faculty Evaluator to set exam appointment.*
- *After exam the Faculty Evaluator completes the ACPL application by entering course number, title, credits, grade, then signs, dates form, and gives a copy of completed application to student.*
- *Faculty Evaluator delivers original ACPL application to department chair for approval and then sends it to ACPL coordinator for processing with Registrar.*

DANTES SUBJECT TEST (DSST)

Credits from Defense Activity for Non-Traditional Education Support Subjects Standardized Test (DANTES SST) examination program offered by Educational Testing Services are accepted as crosswalked. There are 50 subject-standardized tests covering a wide range of college level academic, business and technical subjects.

- WVC is not a testing site for DSST and official scores must be submitted for evaluation.
- Students must have 15 WVC transcribed credits with a 2.0 or better GPA before credits may be awarded.
- A maximum award of 10 DSST credits can be earned in a distribution area (maximum of five credits in world languages). A maximum of five DSST credits can be used to meet the writing skills requirement for a degree. Credit will not fulfill the writing requirement for advanced English composition.
- DSST credit is not allowed if credit has been received for a more advanced class.
- DSST credit receives a "P" grade, will not affect the GPA and will not apply towards WVC residency requirements.
- PLA credit is limited to a maximum of 30 credits required for WVC degrees or certificates. Workforce programs, specifically, are limited to 25% of total credits for degree.
- There is no fee for this evaluation.

PROCESS for documenting credit:

- *Student must order official DSST scores and bring to meeting with WVC Registrar to review and ascertain credit award.*
- *Registrar reviews DSST crosswalk with student to verify credit they are requesting, and the year-quarter credit will be posted.*
- *Registrar posts approved DSST credits to transcript after quarterly grades have been released.*

INDUSTRY CERTIFICATION AND LICENSURES

Individuals who have completed training comparable to college-level programs through non-degree awarding agencies or institutions may apply for evaluation of credit as crosswalked. Examples include recognized nursing, fire service, law enforcement/corrections or fire science academies, and other certifications or licenses.

- For industry certifications and licensures (cross walked or non-cross walked) students must have at least 15 WVC transcribed credits with a 2.0 or better GPA to be eligible for academic credit for prior learning (ACPL) consideration
- Submission of official records, as well as supporting documentation must be submitted that includes the following: content, level, time period, hours, location, method of instruction, instructors, method of evaluation and achievement.
- All certifications or licenses must be current and valid and training must be documented with ACE National Guide to College Credit for Workforce Training. (If training is not documented with ACE, students should apply for credit using the ACPL Course Challenge method.)
- Training documentation will be evaluated by instructional faculty in the appropriate department to determine the comparability.
- Approved credits are identified on the student's transcript as credit for professional certification of training.
- Credits earned though documented college-level learning, must be related to the theories, practices and content of the relevant academic field and must fall within the regular curricular offerings of an appropriate course or program, but for transfer degrees they may be used only up to a maximum of 15 credits as restricted electives.
- ACPL credit is limited to a maximum of 30 credits required for WVC degrees or certificates. Workforce programs, specifically, are limited to 25% of total credits for degree.
- Credit is posted with a "P" grade and will not affect the GPA.
- There is no fee for cross walked industry certifications and licensures. If non-cross walked, there is a non-refundable application fee of \$50 plus a \$10 fee for each credit (same as course challenge).

PROCESS for documenting credit:

- *Student meets with ACPL coordinator who verifies educational experiences by reviewing official documentation of certifications, licensures, or transcripts (articulation agreements).*
- *If training is currently cross walked or documented with ACE, ACPL coordinator emails crosswalk or ACE credit recommendation information to the appropriate department and/or faculty for review. If non-cross walked then Faculty Evaluator will make the determination if any credit can be awarded.*
- *Faculty Evaluator reviews ACE credit recommendation and identifies WVC course(s) for transcription, investigates certificate or license for possible WVC credit OR gives recommendation for course challenge. (go to course challenge page for further process information)*
- *ACPL coordinator sends Faculty Evaluator the ACPL application with the course number, title, and credits. Faculty Evaluator reviews certificates and if approved, signs ACPL application and gives a copy of completed application to student.*
- *Faculty Evaluator delivers original ACPL application to department chair for approval and then sends approved ACPL application to ACPL coordinator for processing with the Registrar.*

INTERNATIONAL BACCALAUREATE (IB)

WVC will award credit for the Higher Level International Baccalaureate exam which consists of college-level courses and exams for high school students as crosswalked.

- WVC is not a testing site for IB and official scores must be submitted for evaluation.
- Students must have 15 WVC transcribed credits with a 2.0 or better GPA to be eligible for academic credit for prior learning (ACPL) consideration.
- Students may receive credit for the International Baccalaureate higher-level subjects when a score of 4 or higher is earned in selected subjects.
- When no specific course number is listed, the most appropriate course equivalent is determined on a case-by-case by the appropriate department faculty.
- ACPL credit is limited to a maximum of 30 credits required for WVC degrees or certificates. Workforce programs, specifically, are limited to 25% of total credits for degree.
- IB credit receives a “P” grade, will not affect the GPA and will not apply towards WVC residency requirements.
- There is no fee for this evaluation.

PROCESS for documenting credit:

- *Student must order official IB scores and bring to meeting with WVC Registrar to review and ascertain credit award.*
- *Registrar reviews IB crosswalk with student to verify credit they are requesting, and the year-quarter credit will be posted.*
- *Registrar posts approved IB credits to transcript after quarterly grades have been released.*

MILITARY EDUCATION AND EXPERIENCE

As required by RCW 28B.10.057, Wenatchee Valley College will award academic credit for military training. The academic credit awarded for prior military training must be granted only for training that is applicable to the student's certificate or degree requirements.

- Students must have 15 WVC transcribed credits with a 2.0 or better GPA to be eligible for academic credit for prior learning (ACPL) consideration.
- ACPL credit is limited to a maximum of 30 credits required for WVC degrees or certificates. Workforce programs, specifically, are limited to 25% of total credits for degree.
- Credit is posted as a "P" grade, will not affect the GPA and will not apply to WVC residency requirements.
- There is no fee for this evaluation.

Individuals must be enrolled in a public institution of higher education and have successfully completed any military training course or program as part of the military service that is:

- Recommended for credit by a national higher education association that provides credit recommendations for military training programs;
- Included in the individual's military transcript issued by any branch of the armed services;
- Documented military training or experience that is substantially equivalent to any course or program offered by the institution of higher education.

NOTE:

1. Per the Veteran's Administration, all veteran student transfer credit must be evaluated within two quarters of program start. After the third quarter, if the student does not submit all transcripts, he/she must be decertified for the use of VA education benefits.
2. Some military transfer credit will be subject to external evaluation criteria (e.g. Aviation Maintenance Technician and Professional Pilot.)
3. Veteran student using education benefits are not permitted to opt out of prior credit evaluation.

PROCESS for documenting credit:

- *Student verifies educational experiences by providing the Veteran's office with the official Joint Services Transcript (JST), or the Veterans office assists student with ordering transcript.*
- *Transcript evaluations will be based on the appropriate edition of "A Guide to the Evaluation of Educational Experiences in the Armed Services" (ACE Guide), published by the American Council on Education (ACE).*
- *Within two business days of transcript receipt, the Registrar will evaluate the transcript for reading, English and mathematics placement and any academic (general education) credits earned, posting to the student record as applicable.*
- *Technical classes will be forwarded to appropriate division chair along with the course description and the accompanying ACE (American Council on Education) course recommendation. (Exception: Military transfer credit for some programs must meet outside agency criteria prior to WVC acceptance.)*
- *Any military training or experience that is substantially equivalent to any course or program offered will be accepted as applicable toward the veteran's program of study.*
- *The division chair will have three weeks to work with the program faculty to evaluate the courses submitted for evaluation and return it to the Registrar.*

- *The Registrar will post the technical credit to the student records within five business days of receipt, and then will notify the student of credits accepted or denied and applicability to program of study. In the case of a change of program, transfer credit must be re-evaluated and applied to the student record as applicable.*
- *Per the Veteran's Administration, all veteran student transfer credit MUST be evaluated within two quarter of program start. After the third quarter, if the student does not submit all transcripts, he/she must be decertified for the use of VA education benefits.*

AP Test	Score	Minimum Awarded Credit
Art History	3, 4, 5	ART& 100 (5)
Studio Art - Drawing	3	Elective (5)
	4, 5	Humanities Distribution (5)
2-D Design	3	Elective (5)
	4, 5	Humanities Distribution (5)
3-D Design	3	Elective (5)
	4, 5	Humanities Distribution (5)
Biology	3, 4, 5	Special Topics (5)
Calculus AB	2	Special Topics (5)
	3, 4, 5	MATH& 151 (5)
Calculus BC	2	Special Topics (5)
	3, 4, 5	MATH& 151, & 152 (5)
Chemistry	3, 4, 5	CHEM& 121, CHEM& 161 (5)
Chinese Language	3, 4, 5	Special Topics (5)
Computer Science A	3, 4, 5	Elective (5)
Computer Science AB	3, 4, 5	Elective (5)
Economics Micro	3, 4, 5	ECON& 201 (5)
Economics Macro	3, 4, 5	ECON& 202 (5)
English Lang & Comp	3	Elective (5)
	4, 5	ENGL& 101 (5)
English Lit & Comp	3	Elective (5)
	4, 5	ENGL& 101 (5)
Environmental Science	3, 4, 5	Special Topics (5)
European History	3, 4, 5	HIST& 116, HIST& 117, HIST& 118 (5)
French Lang & Culture	3, 4, 5	Special Topics (5)
French Literature	3	Elective (5)
	4, 5	Humanities Distribution (5)
German Lang & Culture	3, 4, 5	GERM& 121 (5)
US Government & Politics	3	Elective (5)
	4, 5	POLS& 202 (5)
Comparative Govt & Politics	3	Elective (5)
	4	POLS& 101 (5)
	5	Special Topics (5)
Human Geography	3, 4, 5	Special Topics (5)
Italian Lang & Culture	3, 4, 5	Special Topics (5)
Japanese Language	3, 4, 5	JAPN& 121 (5)
Latin Literature	3	Elective (5)
	4, 5	Humanities Distribution (5)
Latin Virgil	3	Elective (5)
	4, 5	Humanities Distribution (5)
Latin Lit & Culture	3	Elective (5)
	4, 5	Humanities Distribution (5)

AP Test	Score	Minimum Awarded Credit
Music Theory	3	MUSC& 131 (5)
	4, 5	Special Topics (5)
Music Listening/Lit	3, 4, 5	MUSC& 105 (5)
Physics 1	3, 4, 5	Elective (5)
Physics 2	3, 4, 5	Elective (5)
Physics B	3, 4, 5	Elective (5)
Physics C (Mechanics)	3, 4, 5	Elective (5)
Physics C (Elect & Mag)	3, 4, 5	Elective (5)
Psychology	3	Elective (5)
	4, 5	PSYC& 100 (5)
Spanish Lang & Culture	3, 4, 5	SPAN& 121 (5)
Spanish Lit & Culture	3	Elective (5)
	4, 5	Humanities Distribution (5)
Statistics	3, 4, 5	MATH& 146 (5)
US History	3, 4, 5	Special Topics (5)
World History	3, 4, 5	Special Topics (5)

- Official copies of AP test scores need to be submitted to the Admissions/Registration office for credit evaluation.
- A maximum of 10 AP credits can be applied to a distribution area on the Direct Transfer degree (DTA). There is a maximum of 5 credits that can be awarded in world languages.
- No more than 5 AP credits can be used to meet the writing skills requirement for a degree. AP credit will not be used for the writing requirement for advanced English composition
- Special Topics credit will be awarded in subject area.
- AP credit awarded a "P" grade, will not effect GPA, and will not apply towards WVC residency requirements.
- Depending on the amount of other ACPL exam credit earned, a maximum of 30 credits can be used towards a WVC degree. For Workforce programs, ACPL credit is limited to 25% of total credits required for degree.
- For an AP test that does not appear on this list, WVC may grant a maximum of 5 elective credits for a score of 3 or higher.
- There is no fee for this evaluation.

CLEP Exams	Min Score	Credit Awarded
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CLEP Exams	Min Score	Credit Awarded
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Composition & Literature		
American Literature	50	ENGL 250 - 5 credits
Analyzing and Interpreting Literature	50	ENGL& 111 - 5 credits
Freshman College Composition	50	Elective - 5 credits
English Composition with Essay	50	ENGL& 101 - 5 credits
English Composition without Essay	50	Elective - 5 credits
English Literature	50	Humanities Elective - 5 credits
Humanities	50	Humanities Elective - 5 credits

Business		
Accounting, Principles of	50	ACCT& 201 - 5 credits
Business Law, Introductory	50	BUS& 201 - 5 credits
Info Systems & Computer Apps	50	Restricted elective - 5 credits
Management, Principles of	50	Elective - 5 credits
Marketing, Principles of	50	Elective - 5 credits

Science & Mathematics		
College Algebra	50	MATH 140 - 5 credits
College Algebra-Trigonometry	50	Math/Natural Science Elective - 5 credits
Biology (Introduction)	50	Natural Science Elective (nonlab) - 5 credits
Chemistry (Introduction)	50	Natural Science Elective (nonlab) - 5 credits
Pre-Calculus	50	MATH& 141 - 5 credits
Calculus	50	MATH& 151 - 5 credits
College Mathematics	50	Elective - 5 credits
Natural Sciences	50	Natural Science Elective (nonlab) - 5 credits
Trigonometry	50	Math/Natural Science Elective - 5 credits

Foreign Languages		
French, Level 1	50	Foreign Language - 5 credits
French, Level 2	62	Foreign Language - 10 credits
German, Level 1	50	GERM& 121 - 5 credits
German, Level 2	63	GERM& 121 & 122 - 10 credits
Spanish, Level 1	50	SPAN& 121 - 5 credits
Spanish, Level 2	63	SPAN& 121 & 122 - 10 credits

History & Social Sciences		
American Government	50	POLS& 202 - 5 credits
History of US I: up to 1877	50	HIST& 146 - 5 credits
History of US II: 1865 to present	50	HIST& 147 - 5 credits
Western Civ I: Ancient Near East to 1648	50	HIST& 116 - 5 credits
Western Civ II: 1648 to Present	50	HIST& 118 - 5 credits
Macroeconomics, Principles of	50	ECON& 202 - 5 credits
Microeconomics, Principles of	50	ECON& 201 - 5 credits
Social Sciences & History	50	Social Science Elective - 5 credits
Psychology, Introductory	50	PSYC& 100 - 5 credits
Educational Psychology, Introduction to	50	Elective - 5 credits
Human Growth & Development	50	PSYC& 200 - 5 credits
Sociology, Introductory	50	SOC& 101 - 5 credits

- Official copies of CLEP test scores need to be submitted to the Admissions/Registration office for evaluation.
- A maximum of 10 CLEP credits can be applied to a distribution area on the Direct Transfer degree (DTA). There is a maximum of five credits that can be awarded in world languages.
- No more than 5 CLEP credits can be used to meet the writing skills requirement for a degree. CLEP credit will not be used for the writing requirement for advanced English composition
- CLEP credit is awarded a "P" grade, will not effect GPA, and will not apply towards WVC residency requirements.
- Depending on the amount of other ACPL exam credit earned, a maximum of 30 credits can be used towards a WVC degree. For Workforce programs, ACPL credit is limited to 25% of total credits required for degree.
- There is no fee for this evaluation.

WENATCHEE VALLEY COLLEGE - DANTES STANDARDIZED SUBJECT TEST (DSST) EXAM SCORES

Aug 2018

Examination	Score	WVC Course	Credit
A History of the Vietnam War	49	Social Sciences Distribution	5
Art of the Western World	48	Humanities Distribution	5
Astronomy	48	ASTR& 101	5
Business Law II	52	Elective Credit	5
Business Mathematics	48	Mathematics Elective	5
Contemporary Western Europe 1946-90	48	Social Sciences Distribution	5
Criminal Justice	49	CJ& 101	5
Environment & Humanity	46	Natural Science	5
Ethics in America	46	Humanities Distribution	5
Foundations of Education	46	EDUC 200	5
Fundamentals of College Algebra	47	MATH& 141	5
Fundamentals of Counseling	45	Elective Credit	5
General Anthropology	47	Social Sciences Distribution	5
Here's to Your Health	48	Elective Credit	5
Human/Cultural Geography	48	Social Sciences Distribution	5
Introduction to Business	46	BUS& 101	5
Introduction to Computing	45	Computer Technology Distribution	5
Introduction to Law Enforcement	45	Elective Credit	5
Introduction to the Middle East	44	Social Sciences Distribution	5
Introduction to World Religion	48	Humanities Distribution	5
Lifespan Development	46	Social Sciences Distribution	5
Management Inf Systems	46	Elective Credit	5
Money & Banking	48	Elective Credit	5
Organizational Behavior	48	Social Sciences Distribution	5
Personal Finance	46	Elective Credit	5
Personnel/Human Resource Mgmt	46	Elective Credit	5
Physical Geology	46	GEOL& 101	5
Principles of Finance	46	Elective Credit	5
Principles of Financial Accounting	49	ACCT& 201	5
Principles of Physical Science I	47	Science Distribution	5
Principles of Public Speaking	47	CMST& 220	5

Examination	Score	WVC Course	Credit
Principles of Statistics	48	Mathematics Elective	5
Principles of Supervision	46	Business Distribution	5
Rise & Fall of Soviet Union-Present	45	Social Sciences Distribution	5
Technical Writing	46	English Distribution	5
Substance Abuse (Drug Abuse)	49	Chemical Dep Distribution	5
The Civil Wall & Reconstruction	47	Social Sciences Distribution	5

- Credit for these DSST examinations will be awarded with a minimum score or better as indicated.
- Official copies of DSST test scores need to be submitted to the Admission/Registration office for credit evaluation.
- A maximum of 10 DSST credits can be applied to a distribution area on the Direct Transfer degree (DTA). There is a maximum of 5 credits that can be awarded in world languages.
- No more than 5 DSST credits can be used to meet the writing skills requirement for a degree. DSST credit will not be used for the writing requirement for advanced English Composition.
- DSST credit is awarded a "p" grade, will not effect the GPA and will not apply towards WVC residency requirements.
- Depending on the amount of other ACPL exam credit earned, a maximum of 30 credits can be used towards a WVC degree. For Workforce programs, ACPL credit is limited to 25% of total credits required for degree.
- There is no fee for this evaluation.

WENATCHEE VALLEY COLLEGE - INTERNATIONAL BACCALAUREATE (IB) EXAM SCORES

Aug 2018

IB Examination	IB Score	WVC Course	Credits
Art/Design	4	Special Topics	5
Biology	4	Special Topics	5
Business Management	5	BUS& 101	5
Chemistry	4	CHEM& 121	5
Economics	4	ECON& 201, 202	10
English A1	4	ENGL& 101	5
French	5-7	Special Topics	5
History	4	HIST& 118	5
History of the Americas	4	Special Topics	5
History of Europe	4	HIST& 118	5
Mathematics	4	MATH& 141, 142	10
Mathematics	6-7	MATH& 151	5
Music	4	MUSC& 105	5
Philosophy	4	PHIL& 101	5
Physics	4	PHYS& 114, 115, 116	15
Psychology	4	PSYC& 100	5
Social Anthropology	4	ANTH& 100, 206	10
Spanish	5	SPAN& 121	5
Spanish	6	SPAN& 121, 122	10
Spanish	7	SPAN& 121, 122, 123	15
Theater Arts	4	DRMA& 101	5

- Credit for these IB examinations will be awarded with a minimum score of 4 or better as indicated.
- Official copies of IB test scores need to be submitted to the Admission/Registration office for credit evaluation.
- A maximum of 10 IB credits can be applied to a distribution area on the Direct Transfer degree (DTA). There is a maximum of 5 credits that can be awarded in world languages.
- No more than 5 IB credits can be used to meet the writing skills requirement for a degree. IB credit will not be used for the writing requirement for advanced English Composition.
- Special Topics credit will be awarded in subject area.
- IB credit is awarded a "P" grade, will not effect the GPA and will not apply towards WVC residency requirements.
- Depending on the amount of other ACPL exam credit earned, a maximum of 30 credits can be used towards a WVC degree. For Workforce programs, ACPL credit is limited to 25% of total credits required for degree.
- There is no fee for this evaluation.

INDUSTRY CERTIFICATION TO WVC COURSE - CROSSWALK (AUG 2018)

AUTOMOTIVE TECHNOLOGY *(only 25% of total degree credits can be awarded)*

Certification	WVC Course (credits)	Course Description
ASE A1 Engine Repair	AUTO 112 (3)	Engine Repair
	AUTO 212 (4)	Advanced Engine Repair
ASE A2 Auto Transmissions/Transaxles	AUTO 114 (4)	Automatic Transmission/Transaxle
ASE A3 Manual Train & Axles	AUTO 115 (4)	Manual Drivetrains
ASE A4 Suspension & Steering	AUTO 116 (4)	Suspension Steering & Alignment Lab
ASE A5 Brakes	AUTO 117 (4)	Brake System
	AUTO 217 (4)	ABS Brakes/Scanners
ASE A6 Electrical/Electronic Systems	AUTO 110 (4)	Electrical Systems
	AUTO 210 (4)	Advanced Electrical Systems
ASE A7 Heating & Air Conditioning	AUTO 118 (4)	Auto Heating & Air Conditioning
ASE A8 Engine Performance	AUTO 113 (4)	Engine Performance
	AUTO 213 (8)	Advanced Engine Performance
	AUTO 219 (4)	Engine Drivability

INDUSTRY CERTIFICATION TO WVC COURSE - CROSSWALK (AUG 2018)

BUSINESS AND COMPUTER TECHNOLOGY (BCT) (only 25% of total degree credits can be awarded)

Certification	WVC Course (credits)	Course Description
WORD MOS Certification	BCT 120 (5)	Word Processing I
EXCEL MOS Certification	BCT 130 (5)	Spreadsheets I
POWER POINT MOS Certification	BCT 160 (3)	Presentation Graphics
	or BCT 109 (1)	Getting Started with Presentation Graphics
OUTLOOK MOS Certification	BCT 170 (2)	Microsoft Outlook
WORD MOS Expert	BCT 120 (5)	Word Processing I
	BCT 210 (5)	Word Processing II
EXCEL MOS Expert	BCT 130 (5)	Spreadsheets
	BCT 220 (5)	Spreadsheets II
ACCESS MOS Certification	BCT 105 (5)	Computer Applications
	BCT 150 (5)	Database I
	BCT 230 (5)	Database II
CERTIPORT IC3 Computer Fundamentals	BCT 104 (3)	Computer Fundamentals
CERTIPORT IC3 Living Online	BCT 170 (2)	Microsoft Outlook
	BCT 125 (2)	Internet Use
CERTIPORT IC3 Key Applications	BCT 105 (5)	Computer Applications
ADOBE CERTIFIED ASSOC PROGRAM (ACA) Photoshop	BCT 250 (5)	Desktop Publishing
ADOBE CERTIFIED ASSOC PROGRAM (ACA) InDesign	BCT 250 (5)	Desktop Publishing
ADOBE CERTIFIED ASSOC PROGRAM (ACA) Illustrator	BCT 250 (5)	Desktop Publishing
ADOBE CERTIFIED ASSOC PROGRAM (ACA) Dreamweaver	BCT 251 (3)	Web Publishing

INDUSTRY CERTIFICATION TO WVC COURSE - CROSSWALK (AUG 2018)

CRIMINAL JUSTICE (only 25% of total degree credits can be awarded)

Certification	WVC Course (credits)	Course Description
Basic Law Enforcement Academy (BLEA) - 20 Credits (Choose up to four of these five classes)	CJ& 105 (5)	Introduction to Corrections
	CJ 150 (5)	Laws of Arrest, Search & Seizure
	CJ 210 (5)	Police Organizations & Administration
	CJ& 240 (5)	Introduction to Forensics
	CJ 230 (5)	Crisis Intervention
Military Police Certificate - 20 Credits	CJ 150 (5)	Laws of Arrest, Search & Seizure
	CJ 210 (5)	Police Organizations & Administration
	CJ& 240 (5)	Introduction to Forensics
	CJ 230 (5)	Crisis Intervention
	CJ& 105 (5)	Introduction to Corrections
Federal Basic Corrections Academy (FBCA) - 10 credits WA State Basic Correctional Officer Academy (WSBCOA) - 10 Credits	CJ 230 (5)	Crisis Intervention
	CJ &105(5)	Introduction to Corrections
	CJ 230 (5)	Crisis Intervention
	CJ& 105 (5)	Introduction to Corrections
	CJ 230 (5)	Crisis Intervention
WA State DOC NEO Training and Core Academy - 10 Credits	CJ& 105 (5)	Introduction to Corrections
	CJ 230 (5)	Crisis Intervention

ENVIRONMENTAL SYSTEMS & REFRIGERATION TECHNOLOGY (ESRT) (only 25% of total degree credits can be awarded)

Certification	WVC Course (credits)	Course Description
Introduction to the 2017 NEC - Basic Classroom Training 8 Units	ELTRO 202 (2)	Intro to NEC

INDUSTRY CERTIFICATION TO WVC COURSE - CROSSWALK (AUG 2018)

FIRE SCIENCE *(only 23 credits allowed for degree)*

Certification	WVC Course (credits)	Course Description
International Fire Service Accreditation Congress (IFSAC) or Pro-Board Certification as Firefighter I	FS 106 (10)	Basic Fire Science
International Fire Service Accreditation Congress (IFSAC) or Pro-Board Certification as Firefighter II	FS 121 (10)	Intermediate Fire Science
International Fire Service Accreditation Congress (IFSAC) or Pro-Board Certification in Hazardous Materials Awareness and Hazardous Materials Operations	FS 200 (10)	Advanced Fire Science
NFA Course Completion Certificate: <ul style="list-style-type: none"> • Multi-Company Tactical Operations (MCTO) 32 hrs OR • Strategic Tactical Initial Company Operations (STICO) 32 hrs OR • Beginning and Advanced ITAC Course 32 hrs OR • NFA Command & Control of Incident Operations (CCIO) 40 hrs 	FS 180 (3)	Hazardous Materials Operations
International Fire Service Accreditation Congress (IFSAC) or Pro-Board Certification as Driver/Operator	FS 160 (3)	Tactics
NFA Course Completion Certificate: <ul style="list-style-type: none"> • Noncombustible Construction 16 hrs AND • Combustible Construction 16 hrs 	FS 110 (4)	Pumpers & Water System Hydraulics
Completion of National Wildfire Coordinating Group (NWCWG) Wildland Firefighter II <ul style="list-style-type: none"> • S-130 Basic Wildland Firefighter AND • S-190 Introduction to Wildland Fire Behavior AND • L-180 Leadership 	FS 152 (3)	Building Construction
	FS 130 (4)	Wildland Firefighting Basics