

California State Polytechnic University, Pomona

Academic Senate Report

AS-2945-212-AA

Revision of Policy 1603 – Credit by Examination for Semesters

Academic Senate Action:

Adopted:	August 4, 2021
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Final Disposition:

Transmitted to President:	August 9, 2021
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RECOMMENDATION:

The Academic Senate recommends updating Policy 1603 as follows:

**CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA POLICY NO: 1603****CREDIT BY EXAMINATION (CHALLENGE)**

In instances where students have obtained knowledge from nonacademic or informal educational experiences equivalent to course work offered at this university, it is possible to receive credit through examination

Students may challenge courses by taking examinations developed at Cal Poly, Pomona. Only enrolled undergraduate students may challenge courses. Credit shall be awarded to those who pass them successfully. **A student may not challenge more than 24 semester units worth of course work.**

An approved petition for Credit by Examination permits regularly enrolled students to obtain University credit for subject matter in which they are especially qualified through nontraditional education or experience. Students must not have previously received credit for any course containing similar or advanced material from the same subject matter field. Students are not permitted to obtain credit by examination unless all the prerequisite for the course as specified in the University Catalog have been satisfied. Credit by examination will not be allowed for a course that is prerequisite of a course which the student has already completed or in which the student is currently enrolled.

Challenge exams shall not be permitted as a mean of earning a higher grade in a course. Once a student has enrolled in and earned a grade (passing or failing) in a course, the only way to earn a higher grade is to repeat the course and pay normal course unit fees. A course may be challenged only once.

No student, including resident, out of state, or foreign, shall be permitted by an instructor to sit in a class without enrolling either for audit or credit, and paying appropriate fees. Challenge exam credit will not be given for any course that has been audited. Units of credit received through this procedure may not apply toward the residence requirement for any of the degrees or credentials offered by the university.

The length of the examination will be consistent with the unit value of the course. It may include written, oral, or skills tests, or a combination of all three types and will be sufficiently comprehensive to determine that the student has essentially the same knowledge and skills as those students who successfully complete the course are required to possess. Challenge examination credit is entered on the student's permanent record. For courses in the student's major, the credit is a letter grade. Other challenge exam credit is awarded on a CR/NC basis.

Detailed instructions for applying for credit by examination may be obtained from the Registrar's Office.