

**BP 4235 CREDIT BY EXAMINATION**

**Reference:**

Title 5 Section 55050

Credit may be earned by students who satisfactorily pass authorized examinations. The option for credit by examination may not be available for all course offerings; contingent upon discipline curricular decisions as approved by the Office of Academic Affairs. The Chancellor shall establish administrative procedures to implement this Board Policy.

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Date Adopted: February 26, 2008

**AP 4235 CREDIT BY EXAMINATION**

**Reference:**

Title 5 Section 55050

**I. Credit by Examination May Be Obtained as Follows:**

A. Credit may be granted to any student who satisfactorily passes an examination approved or conducted by the discipline or program. Such credit may be granted only to a student who is registered at the college and in good standing and only for a course listed in the college catalog. The fee for credit by examination will reflect current per unit enrollment fees, student fees, out-of-state and/or out-of-country tuition, where applicable. The credit by exam notation may also be used on a student's transcript to notate coursework completed through articulation. In such instances, procedures referenced in Administrative Procedure 4050 shall apply.

1. To be eligible to petition for credit by examination, a student must be currently enrolled, fully matriculated, in good standing and have completed not less than 12 units of work at Riverside Community College District with an overall grade point average of 2.0 (C). The option for credit by examination may not be available for all course offerings; contingent upon discipline curricular decisions as approved by the Office of Academic Affairs.
2. Students must apply for credit by examination on the appropriate petition form obtained from the college Office of Admissions and Records and pay enrollment fees including out of state and/or out of country tuition, where applicable.
3. A student may receive credit by examination in one course for each semester or summer/winter intersession in a total unit amount not to exceed 15 units. Work experience classes are excluded from credit by examination.
4. After the discipline faculty has determined the student's evaluative symbol, the student will be notified and the permanent record will reflect the credit and/or grade.

5. Credit by examination is not treated as part of the student's study load for any given semester, or for eligibility purposes and therefore, will not require a petition for excess study load. It is not part of the study load for Veterans' Administration Benefits or eligibility purposes.
  6. The department chairperson or designee will determine examination dates and times.
- B. The student's academic record shall be clearly annotated to reflect that credit was earned by examination.
  - C. Units for which credit is given pursuant to the provisions of this section shall not be counted in determining the 12 semester hours of credit in residence required for an associate degree.

Office of Primary Responsibility: Vice Chancellor, Educational Services

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Administrative Approval: April 27, 2009  
(Replaces RCCD Regulation 5050)  
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Revised: April, 2014 (job titles only)  
Revised: August 2015 (job titles only)