

Industry Recognized Credentials/Test Credit Policy

I. Policy Section

8.0 Students

II. Policy Subsection

8.33 Industry Recognized Credentials/Test Credit Policy

III. Policy Statement

Grand Rapids Community College (GRCC) awards course credit for: 1) industry or professional credentials and 2) commonly accepted exams and tests in higher education. GRCC will award credit for the course(s) if the following guidelines are met:

- The course alignment with external credential has been formally documented in the Registrar's Office prior to student request for course credit.
- The credential is current/valid at the time the credit is awarded (has not expired).
- All established GRCC requirements are met.
- Students will be made aware that the credit awarded by the college is typically not transferable to other institutions.

IV. Reason for the Policy

This policy identifies the guidelines for and circumstances under which GRCC may award course credit to students who have taken and passed external tests, exams, or industry credentials.

V. Entities Affected by this Policy

Students, Faculty, Staff

VI. Who Should Read this Policy

Students Faculty Staff

VII. Related Documents

7.15 Prior Learning Assessment

7.20 Graduation Requirements

8.5 Catalog Policy

8.29 Transfer Policy

8.31 Minimum Institutional Credit Policy

GRCC Academic Catalog/Course Database

VIII. Contacts

Policy Owner: Director, Credit for Prior Learning

Student Records/Registrar's Office

Department Head/Program Directors

Curriculum Support

IX. Definitions

Equivalence— Establishing equivalence for GRCC courses allows students to earn credit for prior experiences. Equivalence in this policy applies to industry recognized credential to course(s) and test to course(s). The test or industry recognized credential being evaluated for equivalence must result in students having the same knowledge, skills, abilities, as the GRCC course for which the student is seeking credit. In order for GRCC course equivalence to be established for Industry recognized credentials, one or more industry recognized credentials must be aligned with the entire course. An industry recognized credential may also be aligned with a sequence of courses.

X. Procedures

Test Credit

A. Establishing Test Credit Equivalence

1. Test credit may be awarded for AP, CLEP, DANTES, IB scores and Challenge Exams.
2. The Registrar's Office with the academic departments will conduct an annual review of test credit cut scores to ensure alignment with academic standards and relevance to current educational demands.
3. Test credit for courses not offered at GRCC are given discipline specific general credit (999).

B. Awarding Test Credit

1. GRCC shall provide a process for students to submit official test score documentation
2. GRCC will award credit for recognized tests that meet or exceed predetermined score thresholds.
3. Credit granted will be recorded on the student's transcript as credit with a letter grade of "T" assigned.

Industry Recognized Credentials (IRC)

A. Establishing Industry Recognized Credential Equivalence

1. Academic departments will use current course learning outcomes or establish criteria for industry recognized credentials equivalence with college courses
2. The review of the equivalence of IRC to courses equivalence will be part of the five-year course revision cycle, unless the Department initiates a revision.
3. Where possible, documentation regarding credential equivalency will be attached to the curriculum course proposal document or in the course database.
4. Equivalence will be demonstrated through:
 - a. Original documentation of content (standards, objectives, outcomes) for the credential to which the course is being equated;
 - b. A recommendation as to what credential will demonstrate competency of the standards, objectives, and outcomes.
5. A list of IRC will be available on the Transfer Credit webpage. The IRC information will also be included in the GRCC Catalog/Course Database and maintained in the Registrar's Office. This list will also include the IRC Contact Information.

B. Awarding Credit

1. GRCC shall maintain a process for students to submit their industry recognized credentials for awarding credit
2. The college commits to a thorough validation and approval process, ensuring that each credential is evaluated fairly and in accordance with academic standards.
3. Awarded credits for IRC will be represented as "Industry Recognized Credential" on student transcripts.
4. Credit granted will be recorded on the student's transcript as credit with a letter grade of "T" assigned.

XI. Forms

Degree Audit Application

XII. Effective Date

Fall 2019

Revised Spring 2024

XIII. Policy History

Definition and Procedures Update, April 2016

Definition and Procedures Update, March 2019

AGC Revised: Definition Review & Procedures Updated, March 2024

XIV. Next Review/Revision Date

Review/Revision— 2027-2028 Academic Year