

Advanced Standing (AP; CLEP; Challenge by Exam; DANTES)

Advanced Standing:

There are currently four (4) standard methods of receiving Advanced Standing at Cheyney University. The four (4) methods are: **Advanced Placement (AP)**, **Credit for Life Experience (CLEP)**; **Challenge by Examinations**; **DANTES (DSST)**; **International Baccalaureate** these methods of gaining academic credit and advanced placement in undergraduate academic courses are identified below. No more than 30 credits may be earned by any combination of these methods.

Advanced Placement (AP)

Students who have completed AP courses and have scored satisfactorily on the AP exams, prior to entrance to Cheyney University may receive academic credit and advanced placement for those specific courses. Departments have designated the appropriate equivalent courses and credits. Students who wish to receive AP credit, based on their AP examinations, should notify the admissions office of the courses and exams they have taken, during the admissions process. Students are required to provide official score reports electronically from the College Board at 1-888-308-0013 or by visiting: www.collegeboard.com, prior to matriculation, this information is to be forwarded directly to the office of the Registrar.

Credit for Life Experience (CLEP):

Some students may have learned college level material through life experience, or through other learning opportunities. Credit for Life Experience may be gained by following the procedures: the Exam, the **portfolio** method; **challenge exams** where permitted and/or **Defense Activity for Non-Traditional Education Support (DANTES)**

College Level Examination Program Exam Method (CLEP)

Students who have had the opportunity to learn material equivalent to the material in an existing university course may request to take the CLEP examination for credit in that course, up to a limit of 15 credits overall. The initial request should be made during the admissions process, and the CLEP exam(s) must be completed within the first two semesters at Cheyney

University. Students may not take CLEP exams for credit for courses already taken at the university, whether the student has passed or failed these courses. Department approval must be obtained prior to taking the CLEP exam(s). If a student passes the CLEP examination for a specific course with a score in the 50th percentile or higher, the student will receive credit for that course. Students are responsible for the cost of the examinations. The university only accepts CLEP scores received directly from College Board. The official scores must be forwarded directly to the Office of the Registrar. The student's official transcript will carry a notation of credit earned, but no grade shall be awarded. A student may not receive CLEP credit for a course they are currently registered, or for a course a passing grade previously was earned, or as a course repeat. Use of the CLEP tests permits Cheyney University to provide the well-prepared student with opportunities to demonstrate competence in areas of intellectual concern covered in courses, to receive credit in these areas and to enroll in advanced courses earlier. Students will not receive CLEP credit for a Spanish CLEP test for a lower level Spanish course if they have received credit for a higher level Spanish course prior to taking the CLEP test.

Credit by Portfolio Method (CLEP)

Students who have life experience which suggests mastery of specific university courses may develop a reasoned portfolio demonstrating this mastery. Students must apply for such a portfolio review to the relevant department within their first two (2) semesters at Cheyney University. Credit is not granted for field experience, practica, or internship courses. This portfolio will be evaluated by a three person faculty committee, from the relevant discipline. An appropriate number of credits may be granted (not to exceed fifteen (15)), after the faculty review. It is important to note that the portfolio must demonstrate (and prove through documentation) the same learning outcomes as a student who passes the same course in the traditional academic setting. The student is required to pay half the cost of the approved credits. The completed portfolio must be submitted to the appropriate Dean for review.

Credit by Challenge Examinations (CLEP)

Departments may establish challenge examinations for specific departmental courses. The challenge examination(s) will test mastery of the departmentally designated course material. Departments will notify the Provost's Office of courses for which challenge examinations may be offered. Students may not earn in excess of fifteen (15) credits with this method.

Students who feel they have mastered the material of a Cheyney University offered course may "challenge the course by examination," taking a test on the course material, rather than enrolling for the course itself. Students may challenge any course for which the

examination is available, if they have not received a grade for the course and if the course has not been waived due to demonstrated competency or advanced placement. It is important to note that a student challenging by examination must demonstrate the same learning outcomes as a student who passes the same course in the traditional academic setting.

The comprehensive examination is given at the convenience of the instructor. The student must pass the course with a grade of “C” or higher. The grade earned, with appropriate credit, is entered into the student's official academic record and calculated into the GPA. A student in senior status may not use this method to gain advanced standing. The testing department must submit course numbers and names of courses approved to the appropriate Dean for review. Information may be copied to the Office of the Registrar for posting

Defense Activity for Non-Traditional Education Support (DANTES)

Cheyney University has and continues to award academic credit to all military personnel and to veterans based on a variety of presented official military transcripts via The Military Evaluation Program. The military transcript must be presented for evaluation prior to matriculation.

The Military Evaluations Program provides for the evaluation of Service School courses; selected, enlisted, warrant officer and limited duty officer occupations; Navy enlisted classifications; Department of Defense courses; National Guard and Reserve courses; plus Coast Guard courses. Thousands of Service members can earn college credit for their military training and occupation through evaluations conducted by the American Council on Education ([ACE](#)). These recommended credits can be applied to a college degree or a vocational certificate that can lead to career and educational advancement.

The American Council on Education ([ACE](#)) conducts evaluations by arranging for faculty subject matter experts to evaluate service school courses, military training and learning experiences occurring within the military Services to determine the comparability of those academic courses and experiences with those in the civilian education community.

ACE is also responsible for actively assisting colleges and universities and other appropriate agencies in understanding and using the credit recommendations and evaluations. College registrars, admissions officers, military education personnel, veterans and other academic personnel may contact the ACE Advisory Service for assistance.

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