



POLICY AND PROCEDURE

TITLE:	Credit by Exam (Internal)
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INTRODUCTION STATEMENT:

The Board of Trustees of Goodwin University believes that students acquire university-level learning in many settings. To honor that learning the University provides several avenues for students to earn university level credit outside of the typical classroom experience. Only when the other experiential credit options are not suitable the University may create and offer an internal standardized credit by exam (CBE). All internally created CBE's must be developed by faculty and be approved by the Tier I Academic Affairs Committee before being offered to students. The creation and offering of these exams must conform to professional standards and follow University-wide policy.

POLICY STATEMENT:

Students may earn collegiate credit for standardized exams created and administered by the University (CBE). Students must receive a minimum grade of 73% on the exam to be awarded university credit. Students may only attempt to earn credit for the CBE once. There is an assessment fee for the exam; however, no charge is assessed for the credits awarded. Awarded credits will appear on the student's transcript as experiential credit EC and are subject to the limits applicable to all experiential learning credits.

INCLUDE POLICY STATEMENT (CLICK ON BOX NEXT TO OPTION-SELECT ALL THAT APPLY):

- UNIVERSITY CATALOG
- FACULTY HANDBOOK
- STAFF HANDBOOK
- STUDENT HANDBOOK

EXCLUSIONS:

Internal credit by exam opportunities can only be created and offered when a comparable national standardized exam is either not available or not accepted by the University.

DEFINITIONS:

Internal credit by exam opportunities can only be created and offered when a comparable national standardized exam is either not available or not accepted by the University.

CONTACTS:

Deans
Program Directors
Transfer Counselor

HISTORY:

Created 5/17/2010, Revised 9/3/2010, 4/4/2010, Revised 7/26/2012, Reviewed 1/27/2014, February 2016. Reviewed 12.2019.
Updated with new logo / University 01/2020.

EFFECTIVE DATE:	Fall 2010
RESPONSIBLE OFFICE:	Registrar
REVIEW DATE:	Annually (Jan-March).

APPENDIX:

Include any supporting documentation that would be of use for the interpretation and future evaluation and revision of the policy. Examples include: meeting minutes documenting open forum discussion (arguments for and against, resulting vote), timetables, text of applicable external regulation, etc.