UW REGULATION 6-719
Assessment of Prior and Sponsored-Experiential Learning

I. PURPOSE

To establish the policy for the administration and use of credit by examination and other options for verifying prior learning.

II. GENERAL INFORMATION

A. The University of Wyoming recognizes the fact there are great individual differences in backgrounds and preparation of students entering the University. In our present society much learning takes place outside the classroom. Books, periodicals, newspapers, electronic media, travel, work experiences, and day-to-day conversations contribute greatly to the academic advancement of individuals. Many programs in high schools and other settings provide opportunities for proficient, ambitious students to proceed to more advanced levels of achievement. In recognition of these factors in our society, the University has developed various options for verifying extra-institutional college-level learning.

B. These options include:

1. Credit-by-examination, for example:
   a. Specific departmental course examinations
   b. General College Level Examination Program (CLEP) tests
   c. Specific CLEP tests
   d. College Entrance Examination Board (CEEB) tests
   e. American College Testing (ACT)- Proficiency Examination Program (PEP) tests

2. Military course credit (Dantes Program)

3. Corporate Course Credit (Ponsi Program)

4. Internships

5. Portfolio Analysis
C. To qualify for undergraduate credit by any of the options listed above, the student must be currently registered at the University of Wyoming as a degree candidate. The student must also be able to demonstrate to the satisfaction of the chairman of the department involved that background experience has prepared him/her to attempt a challenge examination, if such an examination is sought. The department chairperson's decision will be based upon extant departmental constraints such as accreditation, graduation requirements, and program requirements.

III. CREDIT-BY-EXAMINATION

A. Option 1 involves an examination of an appropriate type and content for the credit sought. Through the examination it is determined if the applicant's proficiency is equivalent to that which could be expected upon completion of a college level course in the subject. If the applicant is found to have this level of proficiency, he/she is awarded credit for that course and allowed to proceed either with the more advanced courses or with courses in other areas.

B. Students showing proficiency by passing examinations such as the College Entrance Examination Board Advanced Placement Program (CEEB APP), American College Testing-Proficiency Examination Program (ACT-PEP), for example, or examinations as developed by University of Wyoming departments may earn college credit through the level of demonstrated proficiency. Credit is allowed on the basis of any testing procedure acceptable to any department, which may include tests of the CEEB APP program both general and subject (specific) examinations in the College-Level Examination Program (CLEP). Students may not be denied the right of examination in the introductory undergraduate course in any department. "Introductory course" is interpreted as that course which is prerequisite for successive courses in the department.

C. Grades of S and U are given in all examinations. Credit-by-examination or for prior learning is not included in the student's grade average; however, it is included in the hours earned for graduation. The grade of S is to be the equivalent of C or better (APP score of 3, 4, or 5). Entry on the student's record card for credit-by-examination is made only if a grade of S is obtained, and is so noted as a grade obtained by examination or by assessment of prior learning.

D. Information concerning credit-by-examination in courses can be obtained by consulting the head of the appropriate department at the University, and the Registrar.

E. Fees for examinations offered by testing agencies other than the University of Wyoming are determined by the agency concerned.
F. The use of credit by examination or for prior learning in graduate programs is
to be determined by the student's graduate committee.

G. A student may not earn credit by examination in a course if the student has
completed a course in the subject matter area above the level of the course in
which he/she wishes to be examined. However, at the discretion of the
departments involved, during the drop-add period a student may challenge a
lower level course while enrolled in a higher level course in the same subject
matter area if the course challenged is a prerequisite for the course in which
the student is currently enrolled.

H. A student may not be allowed credit by examination in a course in which the
student was previously enrolled either for credit or as a visitor or auditor,
except that credit by examination may be used as a means to obtain credit for
courses previously taken at institutions from which credit is nontransferable.
A student may not challenge equivalent courses.

IV. COURSE CREDIT

Options 2-3 award credit based on college-level courses taken either in the
military or in a corporate setting as defined and proscribed by American Council
on Education (ACE) guidelines.

V. INTERNSHIPS

Option 4 awards credit based on performance in recognized academic courses
under concurrent faculty general supervision such as internships, clerkships,
clinical experience, co-op programs, etc.

VI. PORTFOLIO ANALYSIS

A. Option 5 awards credit based on a faculty evaluation of the kinds and extent of
college-level learning which the applicant has acquired in prior extra-
institutional settings based upon presentation of a portfolio of documentation.
Credit so earned counts toward University graduation requirements. The
student thus finds his/her degree program accelerated, allowing the student to
obtain his/her baccalaureate degree earlier, to initiate a graduate program
sooner, or to enrich and broaden the student's undergraduate degree program
by taking additional course work.
B. The number of credit hours able to be earned by means of a portfolio evaluation shall normally be limited to 12. Such credit, when awarded, shall be for specific University of Wyoming content-oriented courses (rather than given as X hours of credit in a general discipline area), i.e., the college course model of assessment as defined by the Council for Adult and Experiential Learning (CAEL). Portfolio assessment, when used, should normally be conducted by a committee of appropriate tenured faculty including at least one member with the academic rank of professor.

Source:

University Regulation 719, Revision 1; adopted 7/17/08 Board of Trustees meeting
Revisions adopted 11/18/10 Board of Trustees meeting
Revisions adopted 6/16/15 Board of Trustees meeting