

CITY UNIVERSITY OF NEW YORK
QUEENSBOROUGH COMMUNITY COLLEGE
ACADEMIC SENATE

May 2, 2022

From: Academic Senate Precollege Committee, Philip Pecorino, Chair

To: Academic Senate

Subject: Proposal of a College Policy Regarding Credit for Prior Learning

Whereas, In 2020-21, the City University of New York established a comprehensive [Credit for Prior Learning Policy](#). As part of this policy, all campuses are to consider offering credit for industry credentials and other non-collegiate learning experiences, such as high school CTE certificates, and

Whereas, CUNY is developing a website that will advertise these opportunities for credit for prior learning (CPL) at every campus, and

Whereas, there is a competitive marketplace and if we want to attract non-traditional students to Queensborough Community College (QCC), then as many departments as possible should consider offering CPL for industry credentials and CTE certificates, and
Whereas, if QCC has little or no listings on that CUNY website it will be a loss for our College at a time we need to attract as many students as possible, and .

Whereas, in consultation with the Office of Academic Affairs, the Precollege Committee of the Academic Senate has developed a set of policies and procedures to be followed when an academic department wishes to grant academic credit to students for earning a specific industry certified credential or a Career and Technical Education (CTE) high school certificate. The purpose of these policies and processes is to ensure that the academic standards of the college programs and courses offered by the academic departments be maintained, And Therefor

Be it resolved that, it shall be the Policy of Queensborough Community College that the Precollege Committee shall have authority to receive and approve of the requests of Academic Departments for approval of their applications granting Credit for Prior Learning.

Note: The CUNY Policy and the QCC Process and protocols and the CUNY forms(attached hereto) have all been circulated to the Academic Department Chairpersons for their review and there have been no questions or problems raised thus far.

Policies and Processes for awarding Credit for Prior Learning to students by professional exam or CTE certificate

In consultation with the Office of Academic Affairs, the Precollege Committee of the Academic Senate has developed a set of policies and procedures to be followed when an academic department wishes to grant academic credit to students for earning a specific industry certified credential or a Career and Technical Education (CTE) high school certificate. The purpose of these policies and processes is to ensure that the academic standards of the college programs and courses offered by the academic departments be maintained.

1. No fewer than two full time faculty members that teach in the academic program in which credit will be awarded will review the learning objectives for the certifying professional examination or CTE curriculum and compare them to the learning objectives of courses with similar topics currently offered by the department. It is recommended that the Curriculum Committee of the academic department serve to perform such reviews or name qualified faculty to perform the reviews. As part of their evaluation, the faculty members must complete the Credit for Prior Learning for an Industry Credential Report or the Credit for Prior Learning for a CTE Certificate Report, as appropriate. These forms are mandated by CUNY.
2. Credit for prior learning (CPL) may be awarded when substantial overlap between the learning objectives of a specific course or courses and the topics covered by the professional examination or CTE curriculum can be documented. The Credit for Prior Learning reports will be used to document the similarities.
3. Departments may also set additional academic standards to be met before credit is awarded, such as a minimum high school GPA, minimum grade in a specific CTE course, or a minimum score on a professional examination. However, before adopting a GPA requirement, departments should consider that some non-traditional students may have completed high school years earlier and that their GPA may no longer represent their preparedness for college level work.
4. Departments may require students receiving credit take and earn a minimum score on a departmental examination that covers the same topics taught in the course for which credit will be granted. However, the use of departmental examinations is not required to offer credit for prior learning. If the department approves, documentation of the professional or CTE certification alone is sufficient for earning college credit. If a department exam is specified, *all students* receiving CPL for the credential in question must take and pass the exam with the minimum score.
5. Once the departmental review is complete and a CPL agreement has been drafted, the department chair must send it to the chairs of departments with degree programs that require the course in question and consider their feedback before seeking Senate approval.
6. Once the CPL agreement is complete, it must be approved by the department's curriculum committee and then sent to the chair of the Precollege Committee of the Academic Senate. The Precollege Committee will review the document and vote on whether to submit the agreement to the full Academic Senate. If it is forwarded to the Senate for consideration, the Senate will vote on the agreement as it does on new courses. If it is approved, it will be

shared as an informational matter with the CUNY Office of Academic Affairs in the college's next scheduled academic report. (CUNY does not need to approve the CPL agreement before it is put into effect.) The approved CPL agreement will be listed in the college catalog starting in the next academic year, under Admissions, [Credit for Prior Learning](#).

Department chairs and faculty who have questions about this policy may consult with the Chair of the Precollege Committee or the Dean of Academic Initiatives.

NOTE: In 2020-21, the City University of New York established a comprehensive [Credit for Prior Learning Policy](#). As part of this policy, all campuses are to consider offering credit for industry credentials and other non-collegiate learning experiences, such as high school CTE certificates. You need to know and to note that CUNY is developing a website that will advertise these opportunities for credit for prior learning (CPL) at every campus. There is a competitive marketplace and if we want to attract non-traditional students to Queensborough Community College (QCC), we urge that as many departments as possible consider offering CPL for industry credentials and CTE certificates. If QCC has little or no listings on that CUNY website it will be a loss for our College at a time we need to attract as many students as possible