

ADVANCED STANDING TRANSFER OF CREDIT

It shall be the policy of the Southwest Technology Center to admit students to the vocational programs on an advanced standing basis. Advanced standing shall be based on an evaluation of an individual's previous educational experience and the application of such education to the requirements of specific courses within the program of study.

Students who feel that they are proficient in an area of study offered at SWTC may apply for advanced standing credit. In order to receive advanced standing credit, a student must successfully complete a comprehensive written and skills test. The test will be administered by a qualified representative of SWTC and must include both a written cognitive assessment along with a supervised skills demonstration assessment. A student will be charged a \$50.00 advanced standing credit fee along with a \$25.00 per hour assessment fee to cover the cost of the test administration. Students may apply for advanced standing through a program instructor, the student services coordinator, or counselor.

Transcripts from other schools, colleges, and accredited institutions will be evaluated by the administration and the instructor involved, and credit may be granted for appropriate units of instruction.

CROSS-REFERENCE: Student Handbooks

Adopted: January 1994 as policy S-116

Revised: November 1995