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Credit for Extra Institutional Learning

Philosophical Basis

This policy of granting credit for extra-institutional learning is provided for students under special conditions in recognition of learning that has been attained outside the sponsorship of legally authorized and accredited post-secondary institutions. (AP 4285)

General Policy Statement

Credit for extra-institutional learning will be awarded to those students who have attained competency of subject matter through experiences outside of the sponsorship of legally authorized and accredited post-secondary institutions.

The College will accept the recommendations of the American Council on Education in reference to the *Guide to the Evaluation of Educational Experiences in the Armed Services* and the *National Guide to College Credit for Workforce Training*; The College Board in reference to its recommendation of Advanced Placement Examinations, and credit recommendations from other similar nationally recognized academic institutions, including Mt. San Antonio College's policy for comprehensive examinations.

Policy Regulations

- Of the 60 units required for the Associate Degree, at least twenty-four (24) units must be earned in courses that contribute to the grade point average.
- Extra-institutional learning credit will normally not be evaluated unless the credit is necessary for graduation.
- Credit for non-collegiate courses will be awarded only for work applicable toward the Associate Degree. Credit may be granted for upper division courses provided the student has earned less than 60 units at the time the upper division work is attempted.
- To petition for extra-institutional learning credit, a student must have at least a 2.0 grade point average, not be on probation, and be in good standing.
- The permanent academic record shall be annotated in such a manner to ensure that a true and complete history of extra-institutional learning credit has been granted.
- In cases where a student is seeking a degree/certificate from the College, all standard graduation and residency requirements apply

and must be met by completing a minimum of 12 units earned from Mt. SAC courses.

Credit for Current License Holders

Mt. San Antonio College may grant units of credit toward an associate's degree to current license holders in the following areas: Emergency Medical Technology (Paramedics), Psychiatric Technology, and Radiologic Technology. The total number of units granted will be equal to the current total unit requirement for the equivalent program certificate. License holders must meet the college's residency requirements and complete an application to the college before the request for extra-institutional learning credit may be made. The application date will determine the catalog year.

The Department Chair from the appropriate program will validate the license and its currency. Admissions and Records will certify that the requirements have been met, grant the appropriate number of units, and apply extra-institutional learning credit toward the degree. (AP 4285)

Credit for Military Training

Mt. San Antonio College will grant four units of Baccalaureate level elective credits for military experience without regard to the field of service. Additional credit may be allowed for specific programs of training and credits earned through the United States Armed Forces Institute. (AP 4285)

Credit by Examination

The general philosophy of Mt. San Antonio College is that the interaction which takes place between the student and professor is of critical importance to the learning process. However, quality instruction places a premium on meeting individual student needs. Therefore, Mt. San Antonio College provides for Credit by Examination enabling the student to accelerate his/her educational program by providing opportunity to obtain credit in those fields in which he/she has already achieved proficiency independently or by informal means. (BP 4235, AP 4235)

Course Prefix	Course Name	Units
Arts Division		
Commercial and Entertainment Arts		
ANIM 108	Principles of Animation	3
PHOT 9	Digital Image Editing for Photographers	3
PHOT 10	Basic Digital and Film Photography	3
PHOT 20	Color Photography	3
R-TV 19A	Beginning Video Production	3
Music		
MUS 17B	Intermediate Piano	1
MUS 110	Music Fundamentals	3
MUS 110A	Music Fundamentals for Musicians	4
MUS 170	Piano I	1
MUSA 100	Fundamentals of Audio Technology	3
MUSA 120	Electronic Music	3
Theater		
THTR 9	Introduction to Theater Arts	3
Business Division		
Accounting and Management		
BUSA 11	Fundamentals of Accounting	3
BUSA 68	Business Mathematics	3
BUSA 71	Personal Financial Planning	3
BUSA 72	Bookkeeping - Accounting	5
BUSO 5	Business English	3

Child Development			AGOR 13	Landscape Design	3
CHLD 5	Principles and Practices in Child Development Programs	3	AGOR 71	Construction Fundamentals	3
CHLD 61	Language Arts and Art Media for Young Children	3	ASCI 1	Animal Science	3
CHLD 64	Health, Safety, and Nutrition of Children	3	ASCI 16	Horse Production and Management	4
Computer Information Systems			Biological Sciences		
CISB 11	Computer Information Systems	3.5	BIOL 1	General Biology	4
CISB 15	Microcomputer Applications	3.5	Physics and Engineering		
CISB 31	Microsoft Word	3	ENGR 1	Introduction to Engineering	2
CISW 15	Web Site Development	3.5	ENGR 18	Introduction to Engineering Graphics	3
CISW 17	HTML, CSS, and JavaScript Programming	3	Technology and Health Division		
Consumer Science and Design Technologies			Aeronautics, Transportation		
CUL 101	Professional Cooking Foundations	3	AERO 100	Primary Pilot Ground School	4
CUL 102	Professional Cooking I	3	AERO 102	Aviation Weather	3
CUL 104	Garde Manger	3	AERO 104	Federal Aviation Regulations	3
CUL 105	Baking and Pastry I	3	AERO 150	Commercial Pilot Ground School	3
CUL 107	World Cuisines	3	AERO 252	Instrument Ground School	3
FASH 10	Clothing Construction I	3	Air Conditioning, Building Automation, and Welding		
FCS 41	Life Management	3	AIRC 10	Technical Mathematics in Air Conditioning and Refrigeration	2
FCS 80	Personal Financial Planning	3	AIRC 11	Welding for Air Conditioning and Refrigeration	2
HRM 51	Introduction to Hospitality	3	AIRC 20	Refrigeration Fundamentals	4
HRM 52	Food Safety and Sanitation	2	AIRC 25	Electrical Fundamentals for Air Conditioning and Refrigeration	5
HRM 56	Hospitality Supervision	3	AIRC 31	Commercial Electrical for Air Conditioning and Refrigeration	4
HRM 57	Hospitality Cost Control	3	AIRC 95	Work Experience in Air Conditioning and Refrigeration	1-4
HRM 61	Menu Planning	3	WELD 40	Introduction to Welding	2
HRM 62	Event Planning and Catering	3	WELD 50	Oxyacetylene Welding	2
HRM 64	Hospitality Financial Accounting	3	WELD 51	Basic Electric Arc Welding	2
HRM 66	Hospitality Law	3	WELD 53A	Welding Metallurgy	3
HRM 70	Introduction to Lodging	3	WELD 60	Print Reading and Computations for Welders	3
HRM 91	Hospitality Work Experience	1-4	WELD 70A	Beginning Arc Welding	3
ID 10	Introduction to Interior Design	2	WELD 70B	Intermediate Arc Welding	3
ID 10L	Introduction to Interior Design Laboratory	1	WELD 70C	Certification for Welders	3
Continuing Education			WELD 80	Construction Fabrication and Welding	3
Adult Basic Education			WELD 81	Pipe and Tube Welding	3
BSHS ALG1	High School Algebra 1	0	WELD 90A	Gas Tungsten Arc Welding	3
BSHS BIO	High School Biology	0	WELD 90B	Semiautomatic Arc Welding Process	3
BSHS USH	High School U.S. History	0	WELD 91	Automotive Welding, Cutting and Modification	1
BSHS WHS	High School World History	0	Architecture and Engineering Design Technology		
Humanities and Social Sciences Division			ARCH 101	Design I - Elements of Design	4
Art History			ARCH 102	Design II - Architectural Design	4
LATN 1	Elementary Latin	4	ARCH 121	CADD and Digital Design Media Level I	4
LATN 2	Continuing Elementary Latin	4	ARCH 122	Architectural Presentations	4
Sign Language			ARCH 141	Design Drawing and Communication	4
SIGN 101	American Sign Language 1	4	ARCH 146	Architectural Drawings and Fabrications	3
SIGN 102	American Sign Language 2	4	ARCH 147	Architectural CAD and BIM	3
SIGN 103	American Sign Language 3	4	ECT 17	Legal Aspects of Construction	3
SIGN 104	American Sign Language 4	4	ECT 67	Reading Construction Drawings	3
SIGN 105	American Sign Language 5	4	ECT 70	Elements of Construction Management	3
Kinesiology, Athletics and Dance Division			ECT 71	Construction Estimating	3
Kinesiology			IDE 120	Introduction to CAD	3
KIN 19	Introduction to Care/Prevention of Activity/Sports -Related Injuries	3	IDE 130	Introduction to Shop Processes	3
Natural Sciences Division			IDE 220	Advanced CAD	3
Agricultural Sciences			IDE 230	Introduction to Mechanical Principles	3
AGAG 1	Food Production, Land Use, and Politics - A Global Perspective	3	MFG 110	Introduction to CAD	4
AGOR 1	Horticultural Science	3			

MFG 120	CAD for Manufacturing	4
MFG 130	Manufacturing Processes and Materials	3
MFG 140	Print Reading and Shop Practice	3
MFG 150	Manual Machining I	3
MFG 155	Manual Machining II	2
MFG 160	Introduction to Mechanical Principles	3
MFG 180	Introduction to MasterCAM	3
MFG 210	Advanced CAD	3
MFG 220	Computer Aided Manufacturing II	3
MFG 250	Introduction to CNC Programming	3
MFG 260	CNC Operation	3
Electronics & Computer Technology		
CNET 50	Personal Computer (PC) Servicing	4
CNET 52	PC Operating Systems	4
CNET 54	PC Troubleshooting	4
CNET 56	Computer Networks	4
CNET 58	Server Systems	4
CNET 60	A+ Certification Preparation	2
CNET 62	Network+ Certification Preparation	2
CNET 64	Server+ Certification Preparation	2
CNET 66	Security+ Certification Preparation	2
ELEC 10	Introduction to Mechatronics	2
ELEC 11	Technical Applications in Microcomputers	3
ELEC 12	Computer Simulation and Troubleshooting	2
ELEC 50A	Electronic Circuits - Direct Current (DC)	4
ELEC 50B	Electronic Circuits (AC)	4
ELEC 51	Semiconductor Devices and Circuits	4
ELEC 53	Communications Systems	4
ELEC 54A	Industrial Electronics	4
ELEC 54B	Industrial Electronic Systems	3
ELEC 55	Microwave Communications	4
ELEC 56	Digital Electronics	4
ELEC 61	Electronic Assembly and Fabrication	3
ELEC 62	Advanced Surface Mount Assembly and Rework	2
ELEC 74	Microcontroller Systems	4
ELEC 76	FCC General Radiotelephone Operator License Preparation	2
TECH 60	Customer Relations for the Technician	2
Mental Health		
AD 1	Alcohol and Drug Dependency	3
Nursing ¹		
NURS 1A	The Nursing Process I	5
NURS 1B	The Nursing Process II	5
NURS 2	Pharmacology	2
NURS 3	Medical-Surgical Nursing: Locomotion/Sensory/Integument/Oncology/Immunology	3.5
NURS 4	Maternity Nursing	3
NURS 5	Psychiatric Nursing	3
NURS 6	Pediatric Nursing	3
NURS 7	Medical-Surgical Nursing: Nutrition/Elimination/Surgical Asepsis	7
NURS 8	Medical-Surgical Nursing: Circulation and Oxygenation	5
NURS 9	Leadership in Nursing	1
NURS 10	Medical-Surgical Nursing: Integration/Regulation	4
NURS 11	Preceptorship in Nursing	2
Public Safety		

ADJU 1	The Administration of Justice System	3
ADJU 2	Principles and Procedures of the Justice System	3
ADJU 3	Concepts of Criminal Law	3
ADJU 4	Legal Aspects of Evidence	3
ADJU 5	Community Relations	3
ADJU 6	Police Patrol Tactics and Strategy	3
ADJU 9	Introduction to Homeland Security	3
ADJU 10	Introduction to Correctional Sciences	3
ADJU 13	Concepts of Traffic Services	3
ADJU 20	Principles of Investigation	3
ADJU 38	Narcotics Investigation	3
ADJU 50	Introduction to Forensics for Criminal Justice	3
ADJU 59	Gangs and Corrections	3
ADJU 68	Administration of Justice Report Writing	3
ADJU 74	Vice Control	3
FIRE 1	Fire Protection Organization	3
FIRE 2	Fire Prevention Technology	3
FIRE 3	Fire Protection Equipment and Systems	3
FIRE 4	Building Construction for Fire Protection	3
FIRE 5	Fire Behavior and Combustion	3
FIRE 6	Hazardous Materials/ICS	3
FIRE 7	Fire Fighting Tactics and Strategy	3
FIRE 8	Fire Company Organization and Management	3
FIRE 9	Fire Hydraulics	3
FIRE 10	Arson and Fire Investigation	3
FIRE 11	Fire Apparatus and Equipment	3
Radiologic Technology		
RAD 50	Introduction to Radiologic Science and Health Care	3
RAD 61A	Theory of Radiologic Technology	4
RAD 61B	Radiographic Procedures I	3
RAD 61C	Radiographic Procedures I Laboratory	1.5
RAD 91	Patient Care in Radiologic Sciences	3
Respiratory Therapy		
MEDI 90	Medical Terminology	3
RESD 102	Theory and Principles of Respiratory Therapy	2

¹ Individuals who present relevant military education and experience equal but not limited to: Basic Medical Technician Corpsman (Navy HM or Air Force BMTCP), Army Health Care Specialist (68W Army Medic), or Air Force Independent Duty Medical Technician (IMDT 4N0X1C) may be eligible for advanced placement in the nursing program. Check admission procedures (Military Personnel Placement) on the Nursing website (<https://www.mtsac.edu/nursing/>) for more information.

Pursuant to Section 55050 of Title 5 of the California Code of Regulations, students at Mt. San Antonio College may apply for Credit by Examination and such unit credit may be granted subject to the following rules and regulations:

Rules and Regulations

- Credit by Examination will be granted only for those courses which have been so designated by the departments.
- Any grade received for Credit by Examination will be entered on the student's permanent record with a notation of "Credit by Comprehensive Exam."
- A student may petition for Credit by Examination provided: