

DANTES Subject Standardized Tests (DSSTs)
 ACT Proficiency Examination Program (PEP)
 USAFI Subject Standardized Tests (USSTs)

USAFI End-of-Course Examinations

A minimum score for credit is determined using the American Council of Education (ACE) recommendations. However, the College reserves the right to reject recommendations from such sources (refer to credit granting procedure above).

Credit for Prior Learning (CPL)

The College recognizes that students may have had prior learning experiences, which might translate to academic credit. The College adheres to the following standards for assessing such experience:

- Credit should be awarded only for learning, and not for experience.
- College credit should be awarded only for college-level learning.
- Credit should be awarded only for learning that has a balance, is appropriate to the subject, and lies between the theory and practical application of the subject.
- The determination of competence levels, and of credit awards must be made by appropriate subject matter and academic experts.
- Credit should be appropriate to the academic context in which it is accepted.

The College recognizes that students may have acquired learning through traditional college experiences as well as from work and life experience, independent reading and study, the mass media and participation in formal courses sponsored by associations, businesses, government, industry, the military, unions and learning reflected in various examinations.

The College will evaluate prior institutional or college learning as transfer credit and as a basis for advanced placement. The College will evaluate extra-institutional or non-college learning using the prior learning assessment process which includes but is not limited to departmental challenge exams or portfolio assessment. See also "Educational Credit for Training Programs."

GCC's Prior Learning Assessment (PLA) evaluation processes include the following:

- Departmental Challenge Exams
- Transfer of credit from other institutions
- Credit articulated through PLA

Prior Learning Assessment (PLA) FEES

Fee	Amount
Assessment Request	\$25.00 per request
CPL Credit Award	20% of prevailing resident tuition rate
Challenge Exams	\$75.00 per exam, for paper or computer-based exam
Practical Exam	\$100.00 per practical exam

Note: No charge for CLEP, AP, credit via formal agreements, or military credit.

In addition, a variety of practices exist for awarding credit for learning which has taken place outside of higher educational institutions. These include, but are not limited to:

- The American Council on Education: Military and Corporate
- National College Credit Recommendation Service
- Standardized Examinations such as AP, CLEP, DSST, and Excelsior College Exams

For more information on Prior Learning Assessment at Guam Community College, please contact the Admissions & Registration Office, or visit www.guamcc.edu/Runtime/priorlearningassessmt.aspx

Recognition of Sponsored Learning

Military Education

Credit may be granted for armed services school and military experience only as recommended by the American Council on Education (ACE).

Educational Credit for Training Programs

The College awards credit for non-collegiate sponsored instruction as recommended by the National College Credit Recommendation Service (NCCRS) or the American Council on Education in The National Guide To Educational Credit For Training Programs. These credits do not fulfill the residency requirement of (ACE) degree, certificate and diploma programs. Nationally recognized training and certification programs will be assessed on a case-by-case basis.

Special Project Courses

Special courses are open-entry/open-exit courses; a student may register for a special course during any regular semester or summer session. To register for a special project course, a student must complete the Application to Take form. A student must work with either a counselor or an advisor as well as the supervising faculty member in preparing the Application to Take form. The number of credits to be earned must be specified on the form. A student must obtain the approval of the counselor or advisor, supervising faculty member, Department Chairperson, Dean and the Registrar in order to take a Special Project Course. All special project courses must be approved and start no later than two (2) weeks after the first day of classes for each semester for Fall and Spring, and one week prior to the start of Summer terms.

Credits, Grades and Examinations

Credit Load

A student may not register for more than 15 credits in any one semester except under special circumstances. If a student's program of study requires registration for more than 15 credits in any one semester, counselor or advisor approval is required.

Credits

At the College, each credit hour represents one hour per week in class and two hours outside of class devoted to preparation. Credit is granted in recognition of successful work in attaining Student Learning Outcomes (SLOs) in specific courses. See General Requirements for Certificates and General Requirements for Associate Degrees of this catalog for a statement on SLOs as applied to programs.

Course Numbering

Courses offered by the College are numbered as follows:

- **000-049** These courses are noncredit courses. These courses may satisfy prerequisite requirements and/or provide appropriate remediation for courses numbered 050-099 in the same subject areas.
- **050-099** These courses except for MA 085 and MA 095 are accepted toward meeting the requirements of the Adult High School and some Certificate/Degree programs.
- **100-299** These courses are accepted toward meeting requirements of the Associate of Arts and Associate of Science degrees conferred by the College. These courses are also accepted toward meeting the requirements of certificates conferred by the College. Exceptions include MA108, EN100R and EN100W.

Course numbers indicate the level of the course. Courses numbered 100-199 are intended for freshman or sophomore students; courses numbered 200-299 are intended for sophomore students.

Courses numbered 100-299 may be used to meet Adult High School Diploma requirements. Diploma Students taking courses numbered 100-299 to meet the Adult High School Diploma should select such courses with the advice and approval of their counselor or advisor.

Prerequisites

Course prerequisites are courses to be completed or conditions to be met before a student is eligible to enroll in a specific course. A student who has enrolled in a course without first completing all course prerequisites may be dropped from that course. Prerequisites are identified in program listings with a "+" sign. Waivers for course prerequisites can only be obtained from the Department Chairperson for the department which oversees the course. For example, SO130 requires the completion of EN100R and EN100W; therefore, only the department chairperson overseeing sociology courses may waive the prerequisites.

Course Waivers and Substitutions

Recommendation for a course waiver is made by the department chairperson or academic advisor. For each course waiver there must be an accompanying recommended course substitution. Credit requirements cannot be waived. A declared student wishing to have a course waived or substituted must complete the following steps:

- Submit a Course Substitution Form, which indicates the waiver, to a counselor/advisor who forwards the request to the department chairperson.