

Prior Learning Assessment

Prior learning assessment (PLA) is designed to measure knowledge learned in school, on the job, through reading, through observation or through life experiences. This is another method of accumulating credit toward degree completion.

Prior learning assessment credit may be earned through instructional-based learning and experiential-based learning. Instructional-based learning is a result of formal instruction and/or assessment. Some examples of instructional-based learning assessment include Advanced Placement (AP), International Baccalaureate (IB), CLEP, and DSST. National exams such as Automotive Service Excellence (ASE) and Department of Labor recognized apprenticeship programs are also considered a type of instructional-based learning. Faculty developed challenge (departmental) exams are another option for instructional-based learning assessment. Experiential-based learning is learning acquired through work or other learning activities such as independent reading and study, open courseware, or other self-directed learning. A portfolio is the most common form of assessment for experiential-based learning. Experiential-learning based credit awards may not exceed 25% of the required credits for any degree per the Higher Learning Commission.

Prior learning assessment is a form of transfer credit and is transcribed as such. Students must be admitted and enrolled in a degree-seeking program at LCCC to be eligible for PLA. Please refer to [Transfer of Credit Procedure No. 3.18P](#) for more information about PLA. CLEP, DSST, and Challenge (departmental) Exams can be administered at Laramie County Community College. For additional information, contact the Testing Center, Clay Pathfinder Building, Suite 119, 307.778.1105, testcenter@lccc.wy.edu.

Correspondence and Military Service Credit

Credits earned by correspondence or in military service-connected schools or through the U.S. Armed Forces Institute will be reviewed by the college and credit granted, if applicable. The American Council on Education (ACE) guidelines will be used for the evaluation of military service credits. A student requesting military service credit should contact the Student Hub.

Transcript Entries

To qualify for prior learning assessment credit, a student must be enrolled at LCCC. Credit awarded through PLA will be applied to the total hours earned and will be entered on the student's transcript. A student may use PLA to fulfill all degree/certificate graduation requirements except for the mandatory 15-credit hour residency requirement. All credits for PLA will be entered on the student's transcript as Transfer Credit (T and/or TR) only. Credit will be awarded for Subject Exams only, not General Exams. Credit will be awarded only for exams for which there is a direct equivalent LCCC course.

Based on the schedule available in the Testing Center or the LCCC College Catalog. Credit earned by examination will be subject to all policies as stated within this general catalog.

Transferring Credits by Exam

Students must request that DSST and CLEP scores be sent directly from Prometric or The College Board. Students should be aware that not all colleges have the same policies regarding acceptance of prior learning assessment credit. Therefore, if a student is transfer-bound, it is the student's responsibility to find out whether prior learning assessment credit earned at LCCC will transfer to another institution.

Testing Guidelines

1. Registration information for CLEP and DSST examinations may be obtained at the Testing Center (Clay Pathfinder Building, Suite 119, 307.778.1105, testcenter@lccc.wy.edu).
2. CLEP and DSST examinations will be administered by scheduled appointment.
3. All CLEP and DSST subject examinations are administered in the LCCC Testing Center. CLEP and DSST subject examinations are also administered at F.E. Warren Air Force Base.
4. Students may contact the Testing Center for the current schedule of fees for CLEP and DSST. An administrative fee of \$20 is assessed for each CLEP or DSST subject examination.
5. CLEP exams may be repeated in 90 days.
6. DSST exams may be repeated in 30 days.
7. Departmental examinations are administered and scheduled by the instructor of the individual department.
8. A fee of \$25 per credit hour is assessed for each departmental examination.

Transferability of Courses

A. Transcripts

Upon request by a student through the National Student Clearinghouse, the Office of the Registrar will send official transcripts to any college or agency named. There is a \$5 charge for each copy of an official transcript. Students can be issued an official transcript when all financial obligations to the college have been satisfied. Since LCCC is not permitted to copy and forward transcripts of other institutions, students must request records directly from prior institutions. All credentials become the property of the college.

B. Transfer of Credits from Regionally Accredited Postsecondary Institutions

Credit earned at other institutions will transfer to LCCC upon evaluation by the Office of the Registrar. Lower division, freshman, and sophomore college-level courses completed with a grade of C or higher from regionally accredited institutions may be accepted in transfer. Upper division, junior, senior, and graduate-level courses may be accepted in transfer to satisfy degree requirements with advisor approval.

When students transfer to LCCC with an associate of science, an associate of arts, a bachelor's, or a graduate degree from an accredited institution, LCCC will accept that general education curricula, although students still must fulfill the Wyoming constitutional requirement. However, students transferring with an associate of applied science degree must fulfill LCCC's general

education requirements if they are working toward an associate of arts or an associate of science degree.

C. Transfer Credits from Approved Secondary Institutions

Laramie County Community College will award credit for various International Baccalaureate (IB) and Advanced Placement (AP) subjects as indicated in the tables on Pages 22-23. Submit official IB and/or AP transcripts to the Office of the Registrar for evaluation of possible transfer credit.

D. Transfer of Credits to Approved Institutions

Credits earned at Wyoming community colleges are transferable to other approved institutions, though

students are advised that usually only grades of C or higher can be applied to a degree program. Students, in conjunction with their advisors, should carefully consider each course to assure that no problems with transfer will arise. A knowledge of the transfer policy of the institution to which transfer will be made is also helpful. Transferability of each course is ultimately determined by the receiving institution.

Students should see their advisors or refer to the Wyoming Higher Education Transfer Guide to obtain information on transfer of credit to the University of Wyoming.

International Baccalaureate (IB) Courses

(Students will be required to submit official IB Transcripts.)

IB SUBJECT	REQUIRED MINIMUM SCORE	LCCC COURSE	CREDIT HOURS TRANSFERRED TO LCCC	COURSE TITLE
Social Anthropology SL	4+	ANTH 1200	3	Introduction to Cultural Anthropology
History—American HL	4	HIST 1210 and HIST 1220	6	U.S. History I U.S. History II (must complete POLS 1100)
Math Methods	4	MATH 1450	5	Pre-Calculus Algebra and Trigonometry
Math HL	4	MATH 1450 MATH 2200	8	Pre-Calculus Algebra and Trigonometry Calculus I
English HL	4+	ENGL 1010	3	English I: Composition
Psychology SL	4+	PSYC 1000	3	General Psychology
French Language	4	FREN 1010	4	First Year French I
French Language	5	FREN 1010 and FREN 1020	8	First Year French I First Year French II
German Language	4	GERM 1010	4	First Year German I
German Language	5	GERM 1010 and GERM 1020	8	First Year German I First Year German II
Spanish Language	4	SPAN 1010	4	First Year Spanish I
Spanish Language	5	SPAN 1010 and SPAN 1020	8	First Year Spanish I First Year Spanish II
Biology HL	4+	BIOL 1010	4	General Biology
Biology SL	4+	BIOL 1000	4	Principles of Biology
Chemistry HL	4	CHEM 1000	4	Introductory Chemistry
Chemistry HL	5+	CHEM 1020 and CHEM 1030	8	General Chemistry I General Chemistry II
Chemistry SL	5+	CHEM 1000	4	Introductory Chemistry
Physics HL	4	PHYS 1110 and PHYS 1120	8	General Physics I General Physics II

Advanced Placement (AP) Information

(Students will be required to submit their AP Test Scores.)

SUBJECT	ACCEPTABLE SCORE	COURSE TITLE	CREDITS
Art 2-D	4 or 5	Art Elective	3
Art 3-D	4 or 5	Art Elective	3
Art Drawing	4 or 5	Art Elective	3
Biology	4 or 5	BIOL 1010, General Biology	4
Calculus AB	3, 4, or 5	MATH 2200, Calculus I	4
Calculus BC	3, 4, or 5	MATH 2200, Calculus I and MATH 2205, Calculus II	4 4
Chemistry	4 or 5	CHEM 1020, General Chemistry I and CHEM 1030, General Chemistry II	4 4
Computer Science A	4 or 5	COSC 1010, Intro to Computer Science	4
Computer Science AB	4 or 5	COSC 1010, Intro to Computer Science and COSC 1030, Computer Science I	4 4
European History	3, 4, or 5	HIST 1110, Western Civilization I	3
French Language	3	FREN 1010, First Year French I	4
French Language	4	FREN 1010, First Year French I and FREN 1020, First Year French II	8
French Language	5	FREN 1010, First Year French I and FREN 1020, First Year French II and FREN 2030, Second Year French I	12
German Language	3	GERM 1010, First Year German I	4
German Language	4	GERM 1010, First Year German I and GERM 1020, First Year German II	8
German Language	5	GERM 1010, First Year German I and GERM 1020, First Year German II and GERM 2030, Second Year German I	12
Government and Politics	3, 4, or 5	POLS Elective credit – Government and Politics (must complete POLS 1100)	3
Human Geography	4 or 5	GEOG 1020, Intro to Human Geography	3
Language and Composition	4 or 5	ENGL 1010, English I Composition	3
Literature and Composition	4 or 5	ENGL 1010, English I Composition	3
Macroeconomics	4 or 5	ECON 1010, Principles of Macroeconomics	3
Music Theory	4 or 5	MUSC 1030, Music Theory I and MUSC 1035, Music Aural Theory I	3
Physics B	4 or 5	PHYS 1310, College Physics I	4
Psychology	3, 4, or 5	PSYC 1000, General Psychology	3
Spanish Language	3	SPAN 1010, First Year Spanish I	4
Spanish Language	4	SPAN 1010, First Year Spanish I and SPAN 1020, First Year Spanish II	4 4
Spanish Language	5	SPAN 1010, First Year Spanish I and SPAN 1020, First Year Spanish II and SPAN 2030, Second Year Spanish I	4 4 4
U.S. History	4 or 5	HIST 1210, US History I and HIST 1220, US History II (must complete POLS 1100)	3 3
Statistics	4 or 5	STAT 2010, Statistical Concepts – Business or STAT 2070, Introductory Stat for Social Science or STAT 2050, Fundamentals of Statistics	4