PRIOR LEARNING ASSESSMENT PHILOSOPHY

American InterContinental University (AIU) has a defined policy for the evaluation and awarding of college transfer credit, military transfer credit, advanced placement/standardized examinations, experiential learning, and professional training/certification credit. AIU recognizes that collegiate-level learning can take place outside of the college classroom or laboratory and remain relevant to AIU degree programs, consistent with AIU's academic policies and standards, and that adult learners generally have educational needs that differ from those of traditional college and university students. AIU's philosophy is a reflection of its mission, which is to foster educational success and meet the needs of a career-oriented, culturally diverse and geographically dispersed student body. The preparation of students academically, personally, and professionally for successful careers is the central focus of AIU's mission.

The procedures relative to the evaluation and awarding of Prior Learning Assessment (PLA) credit ensure that only collegiate-level, degree-applicable course work is eligible for transfer credit; that military transfer credit is considered only for demonstrated competencies deemed comparable to collegiate-level learning by the American Council on Education (ACE); that both proprietary and external advanced placement methods, standardized examinations, and professional training/certification credit represent and demonstrate collegiate-level learning; and that such demonstrated competencies are comparable to student learning outcomes at AIU and consistent with the University's academic policies and standards. AIU employs Prior Learning Assessment Evaluators, Faculty, Subject Matter Experts, and Student Advisors in the evaluation of prior-learning credentials.

Transfer credit may be awarded at AIU from any United States institution accredited by an agency recognized by the U.S. Department of Education. AIU will review official evaluations of transcripts from international institutions (see International Transcripts policy). Courses under consideration from another university or college other than AIU must be relevant and considered substantially similar to the coursework at AIU before transfer credit will be approved.

AIU students must submit official transcripts from previously attended post-secondary institutions. AIU students submitting transcripts from international institutions must have an official evaluation from AACRAO (American Association of Collegiate Registrars and Admissions Officers), or from a NARIC (National Academic Recognition Information Centre), NACES (National Association of Credential Evaluation Services, Inc.) or AICE (Association of International Credential Evaluators, Inc.) approved evaluation service on file with the University. The deadline for official transcripts and/or evaluations is prior to the first day of the second quarter/term of study. Students' initial degree plans or schedules may change upon the receipt of official transcripts and/or international credential evaluation(s). Students may be allowed to apply for transfer credits from external institutions after the first term of study at the discretion of the appropriate academic administrator. Students currently enrolled at AIU or reentry students must seek prior approval from the appropriate academic administrator should they enroll in a course with the intention to apply transfer credit.

Following are general policies for the evaluation and award of transfer credit at each AIU campus:

1. Only earned degrees from accredited institutions with articulation agreements with AIU can be evaluated for block transfer.
2. All other official college and military transcripts are evaluated on a course-by-course basis in accordance with AIU policies.
3. Only undergraduate courses completed with a “C” (or equivalent) or above will be eligible for transfer credit at the undergraduate level. This assumes at least a 2.0 on a 4.0 grading scale.
4. Only courses representing freshman-level or higher collegiate, degree-applicable course work will be eligible for transfer credit, which excludes pre college level or remedial level courses.
5. Comparable course-to-course transfer may be approved from accredited institutions based on demonstrated learning competencies consistent with AIU’s academic policies and standards in lieu of credit requirements.
6. Students in associate degree programs must complete a minimum of 50 percent of their degree program credits in residence at AIU in order to qualify for graduation. Students enrolled in bachelor degree programs must complete a minimum of 25 percent of their degree program credits in residence at AIU in order to qualify for graduation. Courses that do not apply toward program requirements may not be used in the calculation for residency. Students transferring credit under the requirements of the Servicemembers Opportunity College (SOC), as well as those entering under articulation agreements, are allowed a minimum residency requirement of 25 percent of the total number of credits for the students’ program of study
7. Transfer credit from other institutions may not exceed 12 credits at the graduate level. Only graduate level courses completed with a “B” (or equivalent) or above will be eligible for transfer credit at the graduate level. This assumes at least a 3.0 on a 4.0 grading scale. Graduate applicants should contact the Prior Learning Assessment Office for institutional processes concerning the transfer of academic credit.
8. Notwithstanding the above policies and procedures, all transferred course credit is subject to review and approval by Academic Affairs.
9. Any degree plans or schedules are tentative pending the receipt of official transcripts

The following table indicates the thresholds which exist regarding the grade level a student may achieve through the use of approved transfer credit and other PLA options. Please note AIU is on a quarter credit hours system. Calculating the number of quarter credit hours when prior credit has been earned in semester credit hours requires multiplying the number of semester credit hours times 1.5.

Grade Level	**Quarter Hours Earned**
Freshman	0 to 35
Sophomore	36 to 71
Junior	72 or above

AIU accepts transfer credit from postsecondary, degree-granting institutions accredited by institutional accrediting organizations recognized by the U.S. Department of Education. AIU's transfer credit policy is based on established transfer-evaluation and prior-learning assessment practices used by other colleges and universities. In the interest of maintaining the standards of higher education excellence and to honor its institutional mission, AIU maintains memberships with several organizations, including:

- Council for Adult and Experiential Learning (CAEL)
- American Association of Collegiate Registrars and Admissions Officers (AACRAO)
- Defense Activity for Non-Traditional Educational Support (DANTES—Online campus only)
- Servicemembers Opportunity Colleges Consortium (SOC)

PRIOR LEARNING ASSESSMENT METHODS

AIU recognizes the following prior learning assessment methods:

- **TRANSFER CREDIT**
  - College Transfer Credit
  - Military Transfer Credit

- **PROFICIENCY CREDIT**
  - Experiential Learning
  - Professional Training and Certifications
  - Standardized Assessments/Examinations
    - College Level Examination Program (CLEP) Examinations
    - DANTES Subject Standardized Testing (DSST) Examinations
    - Advanced Placement (AP) Examinations
    - Challenge Examinations
    - Other recognized examinations may also be evaluated at the discretion of the University.

PRIOR LEARNING ASSESSMENT STANDARDS

- College Transfer Credit must be:
  - From an institution accredited by an institutional accrediting organization recognized by the US Department of Education
  - College-level
  - Non-remedial, non-developmental
  - Degree-applicable at its source institution

- Military Transfer Credit must be:

    - Recommended undergraduate credit for associate or baccalaureate level credit by the American Council on Education (ACE)

- Experiential Learning must be:
    - Acquired through employment, non-collegiate, school-based education, or other appropriate learning experiences
    - Verifiable and documented
    - A demonstration of student's mastery of the learning outcomes
    - Evaluated by a Subject Matter Expert (faculty member) and determined to be substantially similar to the learning that occurs in comparable lower-level AIU course(s)

- Professional Training and Certification Credit must:
    - Carry an ACE credit recommendation, or
    - If not ACE recommended, must be comparable to an AIU degree requirement

    and must always be

    - Verifiable and documented
    - Approved by a Subject Matter Expert (faculty member) and determined to be equivalent to the learning that occurs in comparable AIU course(s).

- Standardized Assessments must:
    - Carry an ACE credit recommendation

- Challenge Examinations are:
    - Based on the outcomes of the courses they represent:
        - English Composition I (ENGL 106)
        - Introduction to Computers (COMP 101) and Introduction to Computers Lab (COMP 102)
        - College Algebra (MATH 133)