

PRIOR LEARNING ASSESSMENT

NHTI offers a number of avenues for students with prior learning to gain college credit. Students must be matriculated into a program of study and may request that prior credits or experience be evaluated and applied toward graduation requirements within their programs of study. The following lists options for prior learning assessment available to students.

American Council on Education

College credit will be granted to students with military training, experience, or coursework that is recognized by the American Council on Education. Students seeking credit for their military experience will need to submit a military transcript to the Admissions Office for the review/evaluation process. For more information on transferring credits, visit Transfer ring to NHTI.

College-Level Examination Programs®

College-Level Examination Programs® (CLEP) is a nationwide credit-by-examination program that offers students the opportunity to obtain recognition for college-level achievement through a program of exams in undergraduate college courses.

NHTI is a CLEP testing center. CLEP is the most widely accepted credit-by-examination program in the United States today, helping students of a wide range of ages earn credit for what they already know. CLEP exams are available in 34 college-level subjects. With satisfactory exam scores, students may earn credits toward their college degree, depending on the exam subjects and the students' major field of study.

For more information, visit CLEP Test ing Service.

Credit by Exam

Credit by Exam allows matriculated students to receive credit by passing a comprehensive exam of the course material. If you are seeking Credit by Exam, you have to be matriculated into an NHTI program and provide evidence that the course content has been mastered. Students should first consult with their academic advisors to determine eligibility.

[Application for Credit by Exam](#)

The fee for Credit by Exam is \$25 per credit hour. Grades will be either "pass" or "no pass," with full course credit granted for a grade of "E" (pass). Since a traditional grade (A-F) is not entered, the Credit by Exam is not calculated into the student's grade point average (GPA). If the student fails to pass the exam, no entry is made on the academic transcript but a record of the unsuccessful completion will be maintained in the student's file. A student who receives a grade of "No Pass" on a Credit by Exam will be ineligible for another Credit by Exam in that course and must successfully complete the course as needed to fulfill program requirements.

A student who has previously received a failing grade in a course (or less than "C" for transfer) may not request Credit by Exam in that course. Financial Aid does not cover course credits earned through Credit by Exam, nor are the credits transferable.

Process for Credit By Exam

- Verify that you are matriculated (accepted into a program).
- Work with your department head/advisor to schedule exam with appropriate professor.
- If taking the exam in your graduating semester, obtain approval from the Vice President of Academic Affairs.
- Complete Parts I, II, and III of the Application for Credit by Examination.
- Acquire necessary signatures in the order listed.
- Identify on the application the date exam will be administered.
- Identify on the application the minimum passing grade needed.
- Take the form to the Bursar's Office for payment (\$25 per course credit).
- Obtain Bursar's Office signature in Part IV.
- Complete exam.
- Have administering professor complete Part VI including the grade of pass or no pass.
- Have administering professor submit exam with answer sheet attached to the Vice President of Academic Affairs.

Experiential Learning

Credit for prior learning offers students the opportunity to demonstrate the knowledge they have gained through life experiences and apply this knowledge towards credit in a degree/professional certificate/certificate program. To prepare for this option, students will develop a portfolio to be assessed by appropriate college personnel. A student must be matriculated in an NHTI program to be eligible to apply for experiential credit. Not all programs provide the experiential credit option; students should consult with their department heads, advisors, or program coordinators to determine if experiential credit is appropriate.

Additional Details

- Students may be awarded a maximum of 24 credits for experiential learning.
- Students will be assessed a fee based on 50% of the current tuition rate on the total credits awarded (e.g., for 12 credits awarded: $0.50 \times \text{current tuition rate} \times 12 \text{ credits}$).
- Financial Aid does not cover courses for which a student earns credit through Experiential Learning.

Criminal Justice Program

Criminal Justice students who have previous training through Police Standards and Training, County Corrections, the state Corrections Academy, or in-service training may receive credit for courses required in the NHTI Criminal Justice program. For more information, contact the Admissions Office or the Criminal Justice Department.

Advanced Standing Credit - Health Science

Evaluation of credit received from a college or hospital-based program of study in a health-related field may result in advanced-standing credit toward the Health Science degree.

Students must have current certification. Eligible credentials include licensed nurse assistant, dental assistant (national certification), and paramedic (Elliot Hospital). For more information, contact the Health Science department.

Other Forms of Earning College Credit

- International Baccalaureate
- Advanced Placement Exams
- Running Start
- eStart