

Austin Community College Compliance Certification Response
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South Austin Campus

Austin Community College publishes relevant policies on accepting course work in transfer from other institutions or for awarding credit for the College Level Examination Program (CLEP), Advanced Placement (AP), or International Baccalaureate Diploma (IBD) course work. Policies and procedures for accepting coursework in transfer can be found on pages 15-16 of the *ACC Catalog* for 2005-2006 [\[1\]](#).

The Austin Community College transfer credit policy adheres to the following conditions:

- Credits may be transferred from colleges and universities which are regionally accredited.
- Official transcripts from these institutions will be evaluated only after students have been admitted to the college and have completed at least one course in residence at ACC.
- Credit will be awarded provided the course content parallels that taught at ACC.
- Credit is awarded only for courses with a grade of "C" or better.

Advanced standing may be granted to students who have successfully completed examinations through the College Level Examination Program (CLEP) and/or through the Advanced Placement Program of the College Entrance Examination Board. Official test scores must be presented for evaluation.

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Credits will be granted, where applicable, for military experience in accordance with the recommendations of the American Council on Education's *Guide to the Evaluation of Educational Experiences in the Armed Services* [\[2\]](#).

Students currently enrolled at Austin Community College may apply for credit by examination for courses in which they can demonstrate the required level of proficiency based upon course objectives. Credit by examination is unavailable to students who have previously enrolled in the course. Some courses are excluded from credit by examination. A maximum of 25% of the program requirements may be met through non-course based credit.

ACC participates in the Texas Common Course Numbering System (TCCNS) which has assigned common numbers for courses at the freshman and sophomore levels. The TCCNS ensures consistency of content and a common identifier for courses taken at the freshman and sophomore levels in publicly supported Texas institutions. All courses assigned a common number appear in the *Lower Division Academic Course Guide Manual* [\[3\]](#), thus any course appearing on a transcript which has a common course number must be accepted in transfer by a publicly supported institution. In instances where a dispute exists, the Texas Higher Education Coordinating Board's Rule (Chapter 4, Subchapter B, Sections 4.25 and 4.27) [\[4\]](#) outlines a process for resolution. A

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common course number matrix is maintained at the state level as a resource for students and educational institutions [5].

The procedure for awarding AP, CLEP or IBD credit is published in the College Catalog 2005-2006 (pp. 25-26) [6]. Information provided covers the subject areas, the conditions under which credit is awarded and the minimum acceptable score for receiving college credit. Awarding credit for the International Baccalaureate Diploma, promulgated by the recent legislative mandate in SB 111, has recently been added as an option for students entering Austin Community College. Because this mandate went into effect on 31 December 2005, the current college catalog will not reflect language addressing the IBD; the 2006-2007 Catalog will present information addressing the IBD. Austin Community College does not award credit for experiential learning.

For credits earned at private or out-of-state institutions, transcript evaluators rely on the descriptions found in the sending institutions' course catalogs and the guidance of the ACC faculty in the relevant discipline for determining transfer credit awards.

On an annual basis, prior to update of the college catalog, the policies, subject areas, and scores for awarding credit for externally completed course work is reviewed and updated as appropriate.