


Transfer Credit and Credit for Prior Learning

Credit for What You Know

Save time and money by applying what you have already learned toward your degree.


MC offers all students the opportunity to apply credit taken outside MC towards graduation from MC. You may transfer prior credits from other institutions, take exams, and/or get credit for life experiences, including military service or industry credentials.

If you are applying as a non-degree seeking student, you do not need to submit your official transcripts. If you need a prerequisite override, please contact the **department chair** (</offices/academic-affairs/leadership-team.html>). More information is available on our **FAQ** (</academics/credit-for-prior-learning/faq.html>) page.

Here are **the steps** (https://www.montgomerycollege.edu/_documents/academics/credit-for-prior-learning/transcript-evaluation-roadmap.pdf) (PDF,  (<https://get2.adobe.com/reader/>)) to follow to get your prior coursework evaluated if you are seeking a degree from MC, and what to expect next:

- Apply for admission, be sure you have declared a major, and claim your MyMC account.
- Request that your institution send us an official transcript. Official transcripts can be sent through an electronic transcript service or by mail to the address in the Contact Us section. The evaluation process may take up to 4-6 weeks upon receipt of your transcript, so please plan accordingly.
- Check your MC e-mail for a notification of your transcript evaluation status within the posted turn-around time.
- Log onto your MyMC account to view the accepted credits, and schedule a counseling appointment through Starfish, also available in MyMC.
- Register for classes through MyMC after meeting with a counselor.

Transfer Credit from US Colleges and Universities

You may apply coursework taken at other U.S. colleges and universities toward your degree program at MC – learn how. 

The following policies apply:


- A maximum of 45 transfer credits can be applied to a degree program, or 70% of the credits required to a certificate program.
- Credits must have been earned at a regionally-accredited institution.

- Only credits that are applicable to your chosen program of study will transfer; refer to the catalog to learn about your program's requirements or talk to a counselor or advisor.
- MC abides by state transfer guidelines as described in the Code of Maryland Regulations (COMAR), Title 13B.
- Official transcripts are required for evaluation.
- If you have an AA, AS, AAT, bachelor's degree or higher from a regionally accredited college/university, your general education coursework will be satisfied. However, you may be required to take additional courses to meet the graduation requirements of your major.
- More information is available on our [FAQ \(/academics/credit-for-prior-learning/faq.html\)](/academics/credit-for-prior-learning/faq.html) page.

Transfer Credit from Non-US Colleges and Universities

Learn about how MC accepts credits taken at colleges and universities outside the US.



- Credit earned at non-US colleges and universities must be evaluated by **World Education Services** (<http://www.wes.org/students>) (WES), **ECE (Educational Credential Evaluators)** (<https://www.ece.org/ECE/Individuals>) or **Josef Silny & Associates (JSA)** (<http://www.jsilny.com/>). You can request that any one of these services send your evaluation to MC after the evaluation is complete.
- It's important to have your international transcript evaluated by the same company that evaluates international credit at the four-year institution(s) you plan to transfer to. Here is a sampling of those companies:
 - University of Maryland College Park : ECE or JSA
 - UMGC: WES
 - UMBC: Ed Perspectives or FCSA (Students will need to have their transcripts re-evaluated.)
 - Salisbury: WES, ECE or JSA
 - Towson: WES, ECE
 - UM School of Nursing: WES, ECE or JSA
 - University of Baltimore: WES
 - Howard University: WES
 - Morgan State University: WES, ECE
 - George Washington University: WES, ECE or JSA
- A maximum of 45 transfer credits can be applied to a degree program, or 70% of the credits required to a certificate program.
- Only credits that are applicable to your chosen program of study will transfer; refer to the catalog to learn about your program's requirements or talk to a counselor or advisor.
- A degree from a college or university outside the US does not waive general education requirements nor English assessment.
- **Click here** ([/_documents/international-students/transfer-of-foreign-credits.pdf](/documents/international-students/transfer-of-foreign-credits.pdf)) (PDF,  <https://get2.adobe.com/reader/>) to download detailed instructions or visit our **FAQ** ([/_academics/credit-for-prior-learning/faq.html](/academics/credit-for-prior-learning/faq.html)) page for more information.

Exam Options

MC may award credit for AP, IB, CLEP, DSST, Cambridge A/AS Level Exams, and via MC Credit by Examination.



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Advanced Placement (AP) Exams

US high school students may take AP exams while in high school. You will be instructed to provide a school code to have your official AP score report sent to the school of your choice. If you did not provide MC's school code when registering for the exam, you may request a copy of your scores by contacting the **College Board** (<https://apstudent.collegeboard.org/home>) directly. See the list of AP exams and MC equivalences **here** (</documents/academics/credit-for-prior-learning/ap-exams-and-mc-equivalencies-rev-09-2022.pdf>) (PDF, <https://get2.adobe.com/reader/>).

MC School Codes:

- Germantown Campus: 5393
- Rockville Campus: 5440
- Takoma Park/Silver Spring Campus: 5414

Not all credit earned by AP exams will satisfy transfer requirements at all four-year institutions; consult with a counselor or advisor for more information.

More information is available on our **FAQ** (</academics/credit-for-prior-learning/faq.html>) page.

International Baccalaureate (IB) Exams

US high school students may take IB exams while at high school. You will be instructed to provide a school code to have your official IB score report sent to MC. If you did not provide MC's school code when registering for the exam, you may request a copy of your scores by contacting the **IB Office** (<http://www.ibo.org/>) directly.

MC awards credit for a score of 5 or higher on IB higher-level exams and for a score of 5 or higher on standard-level exams when combined with the IB diploma.

See the list of IB exams and MC equivalences **here** (</documents/academics/credit-for-prior-learning/ib-exams-mc-equivalents.pdf>) (PDF, <https://get2.adobe.com/reader/>).

Not all credit earned by IB will satisfy transfer requirements at all four-year institutions; consult with a counselor or advisor for more information.

More information is available on our **FAQ** (</academics/credit-for-prior-learning/faq.html>) page.

College Level Examination Program (CLEP)

CLEP gives students the opportunity to receive college credit for what they already know by earning qualifying scores on any of the 33 exams that are offered. MC does not provide credit for all exams. See the list of CLEP exams and MC equivalencies [here](/academics/credit-for-prior-learning/clep-exams-and-mc-equivalencies.html) (</academics/credit-for-prior-learning/clep-exams-and-mc-equivalencies.html>).

All CLEP Exams are administered at MC's Gaithersburg Business Training Center located at 12 S. Summit Avenue, 4th floor, Gaithersburg, MD 20877.

Visit [**Register for the CLEP Test**](/academics/credit-for-prior-learning/register-for-clep-exams.html) (</academics/credit-for-prior-learning/register-for-clep-exams.html>) for information on how to register, forms, costs, test dates, and additional locations. When registering, make sure to have your scores sent to MC; the MC CLEP Code is 5440.

Not all credit earned by CLEP will satisfy transfer requirements at all four-year institutions; consult with a counselor or advisor for more information.

More information is available on our [**FAQ**](/academics/credit-for-prior-learning/faq.html) (</academics/credit-for-prior-learning/faq.html>) page.

DSST Exams

Military and civilian students can take any of the DSST exams, which are administered and offered by Prometric. Learn more about their [**testing and transcript information**](https://www.getcollegetcredit.com/test_takers/) (https://www.getcollegetcredit.com/test_takers/). MC is currently evaluating these exams and will post equivalencies when available.

Not all credit earned by DSST will satisfy transfer requirements at all four-year institutions; consult with a counselor or advisor for more information.

More information is available on our [**FAQ**](/academics/credit-for-prior-learning/faq.html) (</academics/credit-for-prior-learning/faq.html>) page.

Cambridge A/AS Level Exams

MC may accept credit earned through the [**Cambridge A/AS Level Exams**](http://www.cie.org.uk/programmes-and-qualifications/cambridge-advanced/cambridge-international-as-and-a-levels/) (<http://www.cie.org.uk/programmes-and-qualifications/cambridge-advanced/cambridge-international-as-and-a-levels/>). To have an exam evaluated, please contact one of the Transcript Evaluation staff.

MC Credit by Examination

You may earn credit for a subject matter that you have acquired real life experience by taking an exam offered by MC. A course marked with CE in the MC catalog indicates Credit by Exam is available for that course.


How to Sign-up:

- Print the [**Application for Credit by Examination**](/documents/academics/credit-for-prior-learning/credit-by-examination-form.pdf) (</documents/academics/credit-for-prior-learning/credit-by-examination-form.pdf>) (PDF,  (<https://get2.adobe.com/reader/>)) form .

- Contact the Department Chair on the campus where the credit by examination option is available for more information and to get necessary approval(s).
- The fee for credit by examination is 40 percent of the in-county tuition rate.
- This fee is charged based on the number of credit hours the course has, and must be paid before taking the exam.
- After obtaining appropriate signatures on the Application for Credit by Examination form, go to the **Campus Cashier** (</paying-for-college/payments/options.html>) to pay the fee.
- After the exam has been completed, a grade of P (pass with C or higher) or U (unsatisfactory) is added to the form by the department and is submitted to the Office of Records and Registration at the campus where the test was taken.
- Once Credit by Exam grades have been processed by MC, you will be notified through MC email.
- This credit may not transfer to another college or university. Check with your intended transfer institution for further information.

More information is available on our **FAQ** (</academics/credit-for-prior-learning/faq.html>) page.

Military Service

MC awards credit for military courses and occupations completed by Active-Duty Service members and Veterans, and posted on the JST or CCAF transcript. 

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Each branch of service provides transcripts for current and former service members that include individual military education, training, and experience, which are recommended for college credit by American Council on Education (ACE). You can request your official transcript via:

- **Joint Services Transcript (JST)** (<https://jst.doded.mil/jst/>) for Army, Navy, Marine Corps and Coast Guard (you will need to confirm access)
- US Air Force: Community College of the Air Force (**CCAF**) (<https://www.airuniversity.af.edu/Barnes/CCAF/Display/Article/803247/community-college-of-the-air-force-transcripts/>)


If you are active-duty, please work with your Education Service Officer for your command or the GoArmyEd Portal to learn more about credit applicability and process. All students are welcome to reach out to MC's **Military Enrollment Service Specialist/VA Certifying Officials** (</veterans-and-military/index.html>) for assistance.

MC will evaluate all ACE recommendations for placement into the curriculum. This is currently done on an individual, student-by-student basis.

Not all credit earned awarded by MC will satisfy transfer requirements at all four-year institutions; consult with a counselor or advisor for more information.

More information is available on our [FAQ \(/academics/credit-for-prior-learning/faq.html\)](/academics/credit-for-prior-learning/faq.html) page.

High School – Career and Technology Education (CTE)

Students can earn MC college credit by successfully completing identified courses associated with select programs of study offered by MCPS. 


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CTE agreements allow students to earn college credit at MC by enrolling in, and successfully completing, identified courses associated with select programs of study offered by Montgomery County Public Schools (MCPS). Students must declare a relevant program of study to receive credit. View a complete list of CTE agreements [here \(/academics/transfer/agreements-and-information/cte.html\)](/academics/transfer/agreements-and-information/cte.html).

This credit may not transfer to another college or university. Check with your intended transfer institution to find out if they accept CTE credit.

More information is available on our [FAQ \(/academics/credit-for-prior-learning/faq.html\)](/academics/credit-for-prior-learning/faq.html) page.

Apprenticeship/Licensing/Certification/Work Experience

Earn credit for work experience and training through one of our approved credential programs or through ACE recommended credit. 

Students may earn credit that applies toward graduation through completion of certain licensing/certification/apprenticeship programs. MC has agreements in place with the following organizations to accept credits:

- Association of Air Conditioning Professionals (ACCA-NCC)
- Automotive Service Excellence (ASE) Certification
- EPA 608 Certification
- Child Development Associate (CDA) National Credentialing Program, administered through the Council for Professional Recognition
- International Fire Service Accreditation Congress (IFSAC)
- National Parks Service Law Enforcement Training Center
- National Registry of Emergency Medical Technicians
- Federal Law Enforcement Training Center
- OSHA Certification
- PADI Certification
- ServSafe Certification
- UMGC Maryland Fire and Rescue Institute
- Local 602 Steamfitters

To receive Apprenticeship/Licensing/Certification credit, submit an official copy of your state or national credential to one of the Transcript Evaluation staff.

Not all credit awarded for work experience will satisfy transfer requirements at all four-year institutions; consult with a counselor or advisor for more information.

In some cases, an ACE CREDIT transcript must be submitted.

More information is available on our [FAQ \(/academics/credit-for-prior-learning/faq.html\)](/academics/credit-for-prior-learning/faq.html) page.

[Programs, Majors, and Degrees \(/academics/programs/index.html\)](/academics/programs/index.html)

[Academic Catalog \(http://catalog.montgomerycollege.edu/\)](http://catalog.montgomerycollege.edu/)

[Online Learning and Distance Education \(/academics/online-learning/index.html\)](/academics/online-learning/index.html)

[Workforce Development and Continuing Education \(/workforce-development-continuing-education/index.html\)](/workforce-development-continuing-education/index.html)

[Honors Programs \(/academics/honors/index.html\)](/academics/honors/index.html)

[Southern Management Leadership Program \(/academics/southern-management-leadership-program.html\)](/academics/southern-management-leadership-program.html)

[Support Programs and Learning Centers \(/academics/support/index.html\)](/academics/support/index.html)

[Transferring to a Four-Year College \(/academics/transfer/\)](/academics/transfer/)

[Credit for Prior Learning \(/academics/credit-for-prior-learning/index.html\)](/academics/credit-for-prior-learning/index.html)

[FAQ \(/academics/credit-for-prior-learning/faq.html\)](/academics/credit-for-prior-learning/faq.html)

[Register for CLEP \(/academics/credit-for-prior-learning/register-for-clep-exams.html\)](/academics/credit-for-prior-learning/register-for-clep-exams.html)

[CLEP Exams and MC Equivalencies \(/academics/credit-for-prior-learning/clep-exams-and-mc-equivalencies.html\)](/academics/credit-for-prior-learning/clep-exams-and-mc-equivalencies.html)

[Academic Calendar \(/academics/academic-calendar.html\)](/academics/academic-calendar.html)

[Academic Affairs Division \(/offices/academic-affairs/index.html\)](/offices/academic-affairs/index.html)

AP - MC EQUIVALENTS

AP Exam	Code	AP Score	MC Course	MC Credits
Art History	ARTH	3	ARTT127	3
		4, 5	ARTT200 & ARTT201	6
Biology	BIOL	3	BIOL101	4
		4	BIOL150 & 4 hrs BIOL ELECTIVE	8
		5	BIOL150 & BIOL151	8
Calculus AB	CCAB	4, 5	MATH181	4
Calculus AB Subscore	CCAS	4, 5	MATH 181	8
Calculus BC	CCBC	4, 5	MATH181 & MATH182	8
Chemistry	CHEM	3	CHEM109 & CHEM109L	4
		4	CHEM131	4
		5	CHEM131 & CHEM132	8
Chinese Language & Culture	CHLA	4	CHIN201	5
		5	CHIN201 & CHIN202	10
U.S. Government & Politics	USGV	3, 4, 5	POLI101	3
Comparative Government & Politics	CPGV	3, 4, 5	POLI211	3
Computer Science A	CMSC	5	CMSC203	4
Design -2D	AR2D	4, 5	ARTT102	3
Design -3D	AR3D	4,5	ARTT103	3
Drawing	ARDR	4, 5	ARTT100	3
English Language	ENLA	3	ENGL101	3
		4, 5	ENGL101 & ENGL102 or ENGL103	6
English Literature	ENLI	4, 5	ENGL 190	3
Environmental Science	EVSC	3, 4, 5	BIOL105 & BIOL106	4
European History	EUHI	3	HIST148	3
		4, 5	HIST147 & HIST148	6
French Language	FRLA	3	FREN201	3
		4, 5	FREN201 & FREN202	6
French Literature	FRLI	3	FREN207	3
		4, 5	FREN207 & FREN208	6
General Studio	GNST	4, 5	AR DIST1	3
German Language	GRLA	3	GERM201	3
		4, 5	GERM201 & GERM202	6
Human Geography	HMGE	3, 4, 5	GEOG105	3
Italian Language	ITLA	3	ITAL102	3
		4, 5	ITAL102 & ITAL201	6
Macroeconomics	MAEC	3, 4, 5	ECON201	3
Microeconomics	MIEC	3, 4, 5	ECON202	3
Music Literature	MULI	3, 4, 5	MUSC110	3
Music Theory	MUTH	3	MUSC184	3
		4, 5	MUSC184 & MUSC191	6
Physics 1	PHY1	4,5	PHYS203	4
Physics 2	PHY2	4,5	PHYS204	4
Physics B	PHYB	4, 5	PHYS203 & PHYS204	8
Physics C	PHYC	4, 5	PHYS161	3
Physics Elective/Magnetic	PHYE	4, 5	PHYS262	4
Psychology	PSYC	4, 5	PSYC102	3
Spanish Language	SPLA	3	SPAN201	3
		4, 5	SPAN201 & SPAN202	6
Spanish Literature	SPLI	3	SPAN215	3
		4, 5	SPAN215 & SPAN216	6
Statistics	STAT	3, 4, 5	MATH117	3

AP - MC EQUIVALENTS

AP Exam	Code	AP Score	MC Course	MC Credits
U.S. History	USHI	3	HIST200	3
		4, 5	HIST200 & HIST201	6
World History	WDHI	3	HIST116	3
		4, 5	HIST116 & HIST117	6

Updated 09/2022

Chapter: Educational Program

Modification No. 004

Subject: **Assessment Testing and Appropriate Course Placement**

- I. Student success is the primary goal of Montgomery College and the driving force behind everything related to the College. We further acknowledge that among the ways to facilitate student success and allow them to progress through their chosen pathway is through the assessment of student academic skills and the placement of students in appropriate courses.
- II. Program quality, student completion, and student retention are important outcome measures by which the College holds itself accountable. The Board of Trustees of Montgomery College endorses a process of assessment and placement so that students are able to enroll in courses for which they demonstrate academic readiness and which will enable them to move through their program pathway.
- II. The president is authorized to develop procedures to implement this policy.

Board Approval: July 19, 1982; May 16, 1988; July 18, 1994; May 16, 2016.

Chapter: Educational Program

Modification No. 014

Subject: **Assessment Testing and Appropriate Course Placement**

I. Criteria for Mandatory Assessment and Placement

- A. Assessment testing in English, reading, and mathematics, or an approved alternative method of assessment, is required for the following students.
 - 1. All first-time college students seeking a degree/certificate or planning to transfer to another institution,
 - 2. All students planning to enroll in any course with an English, reading or mathematics assessment level or prerequisite who have not previously been assessed or who have not successfully completed developmental or credit courses which satisfy the assessment level(s) or prerequisite(s).
 - 3. Students who have not been assessed in the past or who were previously assessed but chose not to follow the placement recommendations and whose academic record has placed them on academic restriction, alert, or suspension must be assessed and placed. For such students, mandatory assessment and placement is a condition for future enrollment.
- B. Students will be placed into reading, English and mathematics based on the results of required assessment tests or approved alternative assessment processes and metrics.
- C. Students will receive the results of their assessment test and their corresponding course placement options from a counselor or designee.
- D. Student assessment and placement information will be recorded in the student information system so that it is available for academic advising purposes.
- E. Students may take assessment tests on any campus. Course placements will be accepted at all campuses.
- F. Students with disabilities will follow the College's assessment and placement procedures. Assessment test accommodations will be individualized as appropriate by a counselor in Disability Support Services (DSS).
- G. Students who require reading, English and/or mathematics developmental courses must enroll in the appropriate developmental course(s) and follow the developmental sequence. Once students enroll in a developmental course they are expected to enroll in the next course in the sequence in the following semester until they complete their first college level course(s) in English and mathematics. Students are required to complete their first college level course in English and mathematics prior to completing 24 credits at the College.
- H. Students who place into developmental reading must enroll in the appropriate developmental reading or integrated reading and writing course during their first

semester of enrollment.

- I. Students may enroll in any courses for which they have the entry level skill requirements, assessment levels, and prerequisite courses.
- J. A list of college ready scores on designated exams used for assessment will be maintained in the office of the Senior Vice President of Academic Affairs.

II. Retests and Review of Placement

- A. Accuplacer English and reading scores are valid for two years; Accuplacer math scores are valid for one year.
- B. Students who believe that an Accuplacer English, reading or math score does not provide an appropriate placement should meet with a counselor or advisor to learn about the procedure for taking a retest including information about resources for review and the waiting period (a minimum of 48 hours from when the counselor signs the form) before a retest may be taken.
- C. There are normally no third attempts at Accuplacer within the placement validity of the test. However, when there has been appropriate instructional intervention (such as short courses or tutoring), an additional attempt may be approved by a Dean of Student Affairs or designee. Deans of Student Affairs or their designees may also approve a 3rd attempt within the placement validity of the test at their discretion for extraordinary situations.
- D. Students who have retaken Accuplacer and believe that their Accuplacer English, reading or math placement is not consistent with their skill level may request a Review of Placement from the appropriate English and Reading or Math department chair or designee who will review the student's academic background and advise the student of appropriate course options.
- E. Students who take the Accuplacer ESL test and place into the American English Language Program (AELP) courses may not retake the test during the current semester. They must complete the AELP program sequence as prescribed. Students who take the Accuplacer ESL test, but do not enroll for the current semester, may retake the test once.
- F. Students who test via Accuplacer into the WD & CE Bridge to Academic and Career Success Program should retake the Accuplacer to determine whether or not this is an appropriate placement.
- G. When appropriate instructional intervention, outside of Montgomery College, has taken place, students will be permitted to retake an assessment test.

III. Exemptions from Taking Assessment Test(s)

- A. Students, including those whose first language is not English, with designated scores on nationally standardized tests may be exempt from mandatory assessment testing. A list of nationally standardized tests and designated scores that may be used to exempt students from additional assessment is maintained in the office of the Senior Vice President of Academic Affairs.
 - 1. (Minimum) test scores of 500 in critical reading and 500 in math on the

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- College Board's (CEEB's) Scholastic Aptitude Test (SAT). Students who wish to take a math course other than a foundation course may need to be assessed.
2. Minimum test scores of 21 in English and 21 in math on the American College Test (ACT). Students who wish to take a math course other than a foundation course may need to be assessed.
 3. A score of 3 or better on the College Board Advanced Placement (AP) Tests in English Language, Calculus AB or BC, or Statistics or a score of 500 or better on the appropriate SAT Subject Test.
 4. Students who earn an IB Diploma may earn credit for a mathematics foundation course. Students who wish to take other mathematics courses should contact the Department of Mathematics for guidance.
 5. College Board College Level Examination Program (CLEP) scores in English Composition with Essay, College Mathematics, Precalculus, and Calculus may provide credit for a designated English or mathematics course. In some cases further placement can be made. Montgomery College typically accepts the recommended score for credit. Score reports must be received by the Office of Enrollment Services directly from Educational Testing Services ETS. Students who wish to take additional courses should contact the English Department or the Department of Mathematics.
 6. Accuplacer exam results taken at another college or university and sent directly from the institution to the office of Enrollment Services may be used for placement at Montgomery College.
- B. Students who have passed a college-level English course equivalent to a General Education English Foundation course (ENGL 101, ENGL 102, or ENGL 103) at an accredited U.S. college or university with a grade of C or better are exempt from the English and reading placement tests. Students who have passed with a grade of C or better a college-level mathematics course that will transfer as a mathematics Foundation course are exempt from the mathematics placement test. Students wishing to enroll in English or mathematics courses at Montgomery College must meet the prerequisite or assessment level requirements for those courses.
- C. Students already having an associate degree or higher are exempt from taking the assessment test but must meet the assessment levels or prerequisite requirements for courses they wish to take.
- D. Students bringing a "letter of permission" from their home institution are exempt from assessment but must meet the prerequisite requirements for courses they wish to take.
- E. Personal interest students, students who have been out of high school for a minimum of three years and who are not enrolled in a degree or certificate program, may be exempt from assessment testing depending on the courses that they wish to take. Personal interest students may enroll in any course for which they have the entry level skill requirements, assessment levels, and prerequisite courses and meet any other applicable regulations.

IV. Students Whose First Language is not English

All students whose first language is not English must be assessed unless they meet one of the criteria below:

- A. Applicants who submit a minimum test score of 575 on the written test, 231 on the computerized version, 90 on the iBT version of the Test Of English as a Foreign Language (TOEFL), 6.5 on the IELTS or 61 on the PTE (Pearson Test of English).
- B. Applicants who have completed ENGL 101 or a transferable equivalent or applicants who have completed an (undergraduate and/or graduate)-degree at an accredited college or university in the United States and show proof to the Office of Enrollment Services will not be required to take an English or reading assessment test.
- C. Students whose first language is not English who are taking courses for personal enrichment are normally required to take an assessment test. Personal interest students may enroll in any course for which they have the entry level skill requirements, assessment levels, and prerequisite courses and meet any other applicable regulations

V. Dual Enrollment Students

Dual Enrollment students (including those who are home-schooled) or not graduates of high school must meet the prerequisite requirement and assessment level(s) for each credit-bearing course they enroll in. Dual Enrollment students may not enroll in developmental courses or courses that combine developmental and college level work, except in rare and unusual circumstances and with approval of the associate director of academic initiatives.

VI. Award of Advanced Standing

Montgomery College recognizes the many ways an individual learns and has established policies and procedures which recognize assessment of the level of learning for the award of advanced standing. In keeping with the policies set forth in the State Board of Higher Education's "Code of Maryland Regulations" and the College's policies as approved by the Board of Trustees of Montgomery College, as amended, in addition to the acceptance of transfer credit from accredited institutions of higher learning, the following methods have been approved for the award of advanced standing:

- A. National testing service examinations
 - 1. Advanced Placement Tests (AP) of the College Board – the complete list of AP exams and MC equivalents of scores is available at <http://www.montgomerycollege.edu/admissions/Others/advstanding.html> or at the Office of Enrollment Services. The Advanced Placement examinations are administered to high school students with official results submitted to the colleges listed by the students. Official results must be received by the campus registrar directly from the College Board.
 - 2. CLEP examinations – the complete list of AP CLEP exams and MC

equivalents of scores is available at <http://www.montgomerycollege.edu/admissions/Others/advstanding.html> or at the Office of Enrollment Services. CLEP examination score reports must be received by the Office of Enrollment Services directly from the College Board.

3. A minimum test score of 600 in critical reading and 600 in writing on the College Board's SAT places students into ENGL 102 or ENGL 103. A minimum test score of 600 in math on the SAT places students into MATH 165.
 4. A minimum test score of 27 in English on the ACT places students into ENGL 102 or ENGL 103. A minimum test score of 26 in math on the ACT places students into MATH 165.
- B. Montgomery College's Credit by Examination as indicated in the listing of courses in the official catalog. A "CE" following the course title indicates those courses for which "credit by examination" is offered. Procedures are available at <https://www.montgomerycollege.edu/academics/credit-for-prior-learning/index.html#cust-02-examoptions> or in the Office of Enrollment Services.

Administrative Approval: July 19, 1982; December 6, 1982; May 16, 1988; July 18, 1994; July 1, 1995; March 4, 1996; August 23, 1999; January 31, 2002; October 8, 2002; August 11, 2003; Administrative Correction February 12, 2008; August 13, 2010; June 24, 2013; June 17, 2016.