

## AR 4100.6 Other College Credit and Non Credit Allowed and Not Allowed (New AR#)

### Credit Allowed

#### a. U.S. Regionally Accredited Institutions:

All degree-applicable coursework (including appropriate upper division, and graduate level coursework), that is completed at a regionally accredited institution is allowed (unless stated otherwise), provided it reasonably meets or exceeds SMC graduation requirements. Courses may be applied to local general education requirements, major/area of emphasis requirements and/or elective credits based on content equivalency. If a college is newly regionally accredited, coursework completed at that institution within the two years preceding its formal accreditation will be accepted in fulfillment of graduation requirements. Santa Monica College cannot ensure that other institutions will accept coursework that SMC has accepted in fulfillment of SMC-specific requirements. Students should consult with transfer institutions and SMC counselors.

#### b. Military Service Credit

##### i. Basic Service Credit:

Service credit may be used in fulfillment of graduation and certification requirements. Separation papers (DD-214) indicating dates of entrance and separation must be provided to the Admissions and Records Office to determine the number of units SMC will award. A maximum of 9 units may be awarded on the basis of service alone:

- Five (5) units for basic training
- Up to 4 units based on service time (1 unit for each six months of service time).
- Three (3) of these 9 units satisfy the Area E requirement for the California State University General Education Breadth Pattern (CSU GE).

#### c. Educational Experiences in the Armed Forces:

Credit may be awarded in fulfillment of graduation requirements for military courses and training received while in the Armed Services, provided a recommendation for college credit has been made and recorded in the American Council on Education's (ACE) Military Guide and on a Joint Services Transcript or Air Force and Air National Guard (CCAF) transcript. Santa Monica

College may only accept ACE-approved military coursework that SMC faculty have deemed equivalent to coursework taught at the College. *Why can't we use other courses we may not offer, provided it reasonably meets or exceeds local graduation requirements per Title 5?* The appropriate Admissions and Records evaluator will determine the applicability of said courses to general education, and/or major/area of emphasis in consultation with the appropriate department chair. Courses deemed not applicable toward general education and/or the major/area of emphasis may be used as elective units.

~~Students must provide their DD214 to receive Basic Service Credit and CSU-GE area E credit. An official Joint Services transcript or Air Force and Air National Guard (CCAF) transcript is required for course specific credit. Students with military records prior to 1974 should consult with the Veterans Office or Admission and Records Office for credit options based on other military records.~~  
*Why removed?*

d. Credit for Prior learning and Credit by Exam

Credits acquired by examination or assessment method as listed in AR 4235 Credit for Prior Learning and Credit by Exam shall not be counted in determining the 12 semester units in residence required for a degree. Credits acquired by examination or assessment will be applied to total units completed and may satisfy general education and/or major/area of emphasis requirements. *Changes in Title 5: A student's academic record will be annotated to reflect college credit earned through such external and college examinations. SMC shall post its External and College examination procedures on its website.*

Students should be aware that other colleges and universities may limit the use of credit for prior learning and credit by examination. Students are urged to consult with the college or university of interest as they will determine the total number of units awarded for applicability to graduation requirements.

*Each campus determines how it will apply external examinations toward credit in the major. For students not already certified in GE (General Education) and/or American Institutions, the campus also determines how to apply credit from such exams toward the local degree requirement.*

### **Noncredit Courses**

Students may submit a course substitution petition to request that comparable noncredit courses be counted toward the satisfaction of requirements for an associate degree or certificate. No more than 12 units of noncredit coursework may be substituted for credit coursework. *(unit max a local decision)*

## **Credit Not Allowed**

Coursework not acceptable in fulfillment of graduation requirements includes:

- Basic skills/developmental coursework as noted in the SMC catalog or as determined when evaluating non-SMC coursework.

Reference: [AR 4000](#), [4100.1](#), [AR 4100.2](#), [AR 4100.3](#), [AR 4100.4](#), [AR 4100.5](#), [AR 4100.6](#), [AR4100.7](#), [AR 4100.8](#) and [AR 4100.9](#)

Education Code Sections 66055.8, 66746-66749, 70901, 78040-78043;

Title 5 Sections, 40402-40403, 55002, 55009, 55022, 55052, 55070-72, 55250, 55270, 56032-56044 and 55060 et seq.