

# Alternative Ways to Earn Credit

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Valencia will accept a maximum of 45 credits in any combination of Advanced Placement (AP), College Level Examination Program (CLEP), correspondence and extension, credit by examination, DANTES, experiential learning, and International Baccalaureate (IB).

### Advanced Placement

It is possible for you to earn college credits prior to enrollment at Valencia Community College under a Florida statewide Advanced Placement Program agreement. In order to receive college credit, you must have sent directly to Valencia an official Advanced Placement score report that shows you earned the minimum required score on the AP examination administered by The College Board. No letter grades or quality points will be assigned. Advanced Placement credit granted by Valencia is transferable among Florida institutions of higher education participating in the statewide Advanced Placement agreement.

### College Level Examination Program (CLEP)

As a Valencia student, you may gain credit in certain specified courses through examinations of the College Level Examination Program (CLEP) from The College Board. The CLEP Examinations are administered via computer Monday through Friday on Valencia's East, Osceola, and West Campuses. You must be a current or former Valencia student to test at Valencia; you may take a maximum of two exams on the same test date.

Fee schedules and information on specific courses for which CLEP credit may be granted are available in the campus Assessment Offices and online at <http://valenciacc.edu/assessments>.

If, at the time of testing, you request that your scores be sent to Valencia and you earn passing CLEP scores, the credits will

be recorded as part of your official Valencia transcript approximately four weeks after the test date. No letter grade or quality points will be assigned.

You may use CLEP credit under the repeat course policy for D or F grades only. If you earn an acceptable CLEP score in a course in which you have earned a D or F, the CLEP credit will be recorded and the D or F no longer will be computed in your GPA.

Gordon Rule writing requirements can be partially satisfied via CLEP.

For further information about CLEP, visit the Assessment Web site at <http://valenciacc.edu/assessments>.

### Credit by Examination (Local)

You may receive credit by examination in courses designed as career courses if you have a substantial background, including experience and training in a specified field. This type of credit might not be acceptable for transfer to other institutions. (Transferability is determined by the "receiving" institution.)

Forms and information regarding the specific career courses available through the local credit-by-examination program should be obtained from the department offering the course. There is a local credit-by-exam fee and a clinical testing fee required by some health sciences programs. (See Fees in Financial Information section of the online official catalog.)

### Defense Activity Non-Traditional Education Support (DANTES)

The Defense Activity for Non-Traditional Education Support (DANTES) program is a test conducted by the Educational Testing Service (ETS). The DANTES Subject Standardized Tests (DSSTs) measure earned achievement in specific college courses. Valencia will award credit for successfully passing the following DANTES examinations: Astronomy, Elementary German I,

Elementary German II, and Introductory Anthropology.

You may use DANTES credit under the repeat course policy only in select courses and only for D or F grades. Within the guidelines of the repeat policy, all attempts for a course will be counted in your GPA until you earn a grade of C or better when only the last attempt will be counted. If you earn an acceptable DANTES score in a course in which you previously earned a D or F, the DANTES credit will be recorded and the D or F no longer will be computed in your GPA; no letter grade or quality points will be assigned for the DANTES credit.

Gordon Rule writing requirements cannot be satisfied through DANTES.

### Correspondence and Extension Course Credits (Acceptance Only)

Under certain conditions, you can earn up to, but not exceed, 15 semester credits through correspondence and/or extension courses and apply these toward a degree at Valencia.

1. The course or courses must be offered by an institution accredited by one of the six regional accrediting associations (example: Southern Association of Colleges and Schools).
2. The minimum acceptable grade must be at least the equivalent of the minimum acceptable grade for that course at Valencia.
3. The credit must be acceptable toward a degree by the institution conducting the correspondence and/or extension course.

If you plan to transfer from Valencia to another institution, you should learn the receiving institution's acceptance policy regarding correspondence and extension courses.

### Experiential Learning

As a Valencia student, you may be awarded appropriate credit for your

demonstrated knowledge gained from experiential learning. This learning may result from an industry certification, in-service training or employment experiences.

To request course credit based on experiential learning, you are required to provide documentation of the learning experience (certificates, employment records) and demonstrate acquired knowledge, skills, and competencies linked to the learning outcomes for the course(s) for which you are seeking credit. Credit for experiential learning is awarded based on portfolio assessment.

You may obtain an Experiential Learning Packet including the Request for Portfolio Assessment in the Answer Center or in an academic dean's office on any Valencia campus. The Experiential Learning fee is reflected with the fees in the Financial Information section of this catalog and is assessed per credit requested. To apply for Experiential Learning credit, you must complete the Request for Portfolio Assessment and submit it along with the fees to the Business Office prior to submission of the portfolio. Once the application process has been completed, you may submit your portfolio to the appropriate academic dean's office. The dean will assign the assessment to a faculty member qualified in the academic field who will provide a written evaluation of the assessment and determine if credit is to be awarded and, if so, the amount of credit.

## Internship Program

One of the major premises underlying Valencia's educational model is that learning takes place in many different settings, both in and outside the classroom. Through the Internship and Placement Office, Valencia provides students with learning experiences that assist them in realizing their full potential in the workplace. Internships allow students to:

- Explore various career options or confirm career plans;
- Apply classroom learning to real work situations;
- Practice and strengthen interpersonal and technical skills; and/or

- Develop industry contacts to transition from school to work upon graduation.

### Types of Internships

There are two types of internships offered at Valencia:

- **Internship Exploration**—a planned work-based experience that provides students with career-exploration activities to confirm their educational plans. Most often, the Internship Exploration experience involves a single employer and a specific agreement with Valencia. Under the supervision of an employer representative, the student performs work based on his/her educational goals. In most cases, the Internship Exploration does not involve pay, but the student earns college credit for the work experience.
- **Internship**—a planned work-based experience that provides students with the opportunity to fine-tune skill sets learned in class in preparation for employment. Most often, the Internship experience involves a single employer and a specific agreement with Valencia. Under the supervision of an employer representative, the student performs work based on his/her program of study. Although an Internship may involve pay, most often the student is not compensated. College credit is awarded for the work experience.

### Eligibility Requirements

Students interested in the Valencia Internship Program must have:

- Completed successfully all mandated courses in reading, mathematics, English, and English for Academic Purposes,
- Completed successfully at least 12 credits,
- Earned a minimum 2.0 overall GPA, and
- Satisfied the prerequisites for an internship for their major or program area. (Note: Refer to the Course Descriptions section in this catalog for details.)

### The Experience

A student may apply a maximum of four internship credits toward a degree. If an Associate in Applied Science or an Associate in Science Degree requires more than four internship credits, the additional credits may be applied toward the degree.

All required internship credits do not have to be taken in the same term. For example, students may enroll for a one-credit internship course for four terms or students may take a one-credit course one term and a three-credit course another term. Each internship period is one full term in length, and each credit earned requires 80 hours of work.

While an internship is optional in most cases, it is highly recommended for students seeking to develop insights about their career field and desiring to develop their personal, professional and technical skills.

Internship information is available from the Internship and Placement Office on the Osceola Campus, Career Development Services on the Winter Park Campus, and the Internship and Placement Offices located in Career Development Services on East and West Campuses or from the Web site: <http://valenciacc.edu/ipo>.

### Service Learning

This is a course that allows students to blend their educational goals with their passions through serving the community. It provides students an opportunity to respond to real needs, mutually defined in partnership with representatives from community/non-profit agencies, while earning college credit.

Service Learning (SLS 2940) gives students an opportunity to focus on social awareness and strengthening of specific skills that will cultivate a sense of ownership for their academic, personal and career goals. The community can be as close as a neighborhood just beyond the college campus or one located in another part of the world.

## Eligibility Requirements

To enroll in the Service Learning course, students must have:

- Completed successfully all mandated courses in reading, mathematics, English, and English for Academic Purposes,
- Completed successfully at least 12 credits,
- Earned a minimum 2.0 overall GPA, and
- Obtained the approval of the Internship and Placement Office.

## The Experience

Students may complete a maximum of four service-learning experiences (equivalent to four credits) while attending Valencia. Each experience/credit requires a minimum of 50 total hours of service.

Service Learning credits may apply toward an Associate in Arts Degree to fulfill elective credit requirements. In addition, the Service Learning course is a degree elective option in the Accounting, Computer Information Technology, Medical Information Coder/Biller, Medical Office Administration, and Office Administration Associate in Science degrees and in the Business Administration Associate in Applied Science Degree. The course also will apply toward elective requirements in the Customer Service, Medical Coder/Biller, Medical Office, and Office Administration technical certificates.

Service Learning information is available in the Internship and Placement Office on the Osceola Campus, in Career Development Services on the Winter Park Campus, in the Internship and Placement Offices located in Career Development Services on East and West Campuses and from the Web site:

<http://valenciacc.edu/ipo>.

## Tech Prep

The Tech Prep program is a partnership between Orange County Public Schools, Osceola District Schools, and Valencia Community College. Through Tech Prep, high school students have the opportunity to participate in career pathways which better prepare them to advance into the postsecondary educational system and employment in an increasingly competitive and technical workforce. Developed around eleven career clusters, these career pathways offer a challenging and academically-rewarding experience by offering students a more hands-on approach for gaining academic skills. Tech Prep links four years of high school with at least two years of postsecondary education that lead to an associate degree and/or a technical certificate.

The Orange • Osceola • Valencia Tech Prep Consortium Career Clusters are :

- Agriculture and Natural Resources
- Architectural, Engineering and Technology
- Arts and Entertainment Technology

- Automotive and Marine Technology
- Business, Management and Administration
- Education
- Fabrication
- Health Care and Emergency Services
- Hospitality, Tourism and Culinary
- Information Technology
- Law, Public Safety and Security

Participation in a Tech Prep career pathway affords students the opportunity to earn Valencia college credits through an assessment given during high school. High school graduates with eligible Tech Prep college credits will be awarded these credits upon enrollment at Valencia--as early as Summer Term B immediately following high school graduation. Students have 24 months after high school graduation to claim Tech Prep credits at Valencia. More information is available at <http://valenciacc.edu/techprep>.

