



HLC Accreditation 2016-2017

## Evidence Document

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Academic Affairs

Office of Adult Learning

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### Credit for Prior Learning

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**Additional information:** This evidence document includes data file on prior learning credit hours awarded by academic year 2011-2015 prepared by the Office of Planning and Analysis; institutional report to Kansas Board of Regents, and information for adult students “Credit for Prior Learning Pathway” available on the Office of Adult Learning web page. 12 pages.

**Prior Learning Credit Hours Awarded by Academic Year**

<b>Learning Dimension:</b>	Academic Year (fall-spring-summer sequence)				
	2011	2012	2013	2014	2015
<b>Total</b>	<b>4,397</b>	<b>7,119</b>	<b>6,174</b>	<b>4,399</b>	<b>3,137</b>
C00003 - Credit by Exam – Challenge, English, Spanish Exam Credit	1,225	1,546	1,372	110	60
C00004 - Credit by Exam-AP	936	2,345	1,739	1,446	572
C00005 - Credit by Exam-ACT	1,263	1,684	1,322	1,755	1,779
C00006 - Credit by Exam-SAT	81	65	72	84	84
C00007 - Credit by Exam-CLEP	482	392	437	165	12
C00008 - Credit by Exam – Life Exp. Eval., police training, etc.	45	36	27		9
C00009 - Credit by Exam-IB	167	615	911	636	621
C00010 - Credit by Exam - DANTES	18	48	21	3	
C00011 - Retroactive Credit	180	388	273	200	

**Credit for Prior Learning - Institution Summary for the Kansas Board of Regents**

Name of Institution:	Wichita State University
Date this information updated by institution	10/1/14
General Institutional policies on CPL	Institutional CPL website link – No website on CPL at this time other than what is found in UG catalog at <a href="http://www.wichita.edu/catalog">www.wichita.edu/catalog</a> , pps. 23-24, 151
Maximum limit on all forms of CPL credits	There is no overall cap on CPL. Student must meet all requirements for graduation which include: 45 hours of upper division credit; 60 hours form a 4-year school; the last 24/30 or last 50/60 hours must be taken at WSU. These policies may add some defacto limits to CPL.
Can CPL credit be used for	General education YES
	Major requirements YES
	Minor requirements YES
	Certificate programs YES
	Elective credits YES
Types of CPL offered	AP or IB National Exams YES
	CLEP National Exams YES
	Dantes DDST Exams YES
	Military ACE Credit Recommendation Services YES
	Corporate ACE Credit Recommendation Services NO
	Institutional Challenge Exams NO
	Departmental Challenge Exams YES
	Departmental Specific Retroactive Credit YES
	Institutionally-evaluated Training for Credit NO
	Portfolio Assessments NO
Programs accepting CPL	Any of our UG programs as long as the course in which the credit has been given meets a requirement for that program.
Do policies differ from department to department?	Departments have varying policies as to any CPL (credit by exam, retroactive credit, etc.) that will be deemed equivalent to their courses. Once the equivalency is determined and posted to the student's record, it will be acceptable in any department/program in which that course meets a degree requirement.
Can CPL credits be transferred between department and programs within this institution?	YES, once the equivalency is determined and posted to the student's record, it will be acceptable in any department/program in which that course meets a degree requirement.
Where can a student access written CPL policies	Link to college handbook and CPL policies – The Undergraduate Catalog has general information about Credit By Exam but does not pull all CPL items together under one header at this time. Catalog is found at <a href="http://www.wichita.edu/catalog">www.wichita.edu/catalog</a> , pps. 23-24, 151.  Details regarding credit by exam and credit for life experience can be found on the C&T website at <a href="http://webs.wichita.edu/?u=COUTSTCTR1&amp;p=/Testing/">http://webs.wichita.edu/?u=COUTSTCTR1&amp;p=/Testing/</a>

Fees and other costs	Credit by exam fees are \$15 per credit hour, \$20 per credit hour if the exam is administered by the Counseling and Testing Center. Some departments do charge additional fees for processing of retroactive credit (i.e., Nursing).
Transcripting fees	None
All other fees	N/A
When do CPL credits appear on students' transcript?	CPL credits appear on a student's transcript as soon as paperwork is received/validated and posted to the academic record by the Registrar's Office.
Does the institution accept CPL credit from other institutions?	No
How do CPL exam credits appear on transcript?	CPL credit appears on the WSU transcript as transfer work and is specified as Credit by Exam, Retroactive Credit, etc. The specific WSU courses to which the credit has given equivalent credit are not detailed on the official transcript but are on the student's record and appear on an unofficial transcript.
Other CPL limitations of which a student should be aware?	None
Student facts:	Number of students earning CPL in: AY 2012-2013 (unique number of students): 2,302 AY 2013-2014 (unique number of students): 2,107
	Number of credit hours earned through CPL in: AY 2012-2013: 17,637 AY 2013-2014: 15,256
Other	WSU Office of Adult Learning – houses a centralized web-based policy clearing house for CPL as it applies to WSU.

# Adult Learning

## Credit for Prior Learning

Wichita State University encourages students to seek credit for knowledge they may have acquired in a variety of ways through the Credit for Prior Learning program (CPL).

Students who have had college-level education through traditional or non-traditional means, and can demonstrate achievement may be eligible to earn credit by following our Credit for Prior Learning pathway.

### Credit for Prior Learning Pathway



Click the images below for more details about each step along the CPL path to your degree.

**Prior Credits  
& Credentials**



- Credits from other universities
- Credits from community colleges
- Licenses
- Training

**Prior  
Knowledge**



- Credit by Examination

**Future  
Learning  
Experiences**



- WSU Courses
- Internships
- Co-ops

# Prior Credits & Credentials: Transfer Credits

Students may transfer credit and credentials earned by courses from other institutions. In addition, WSU has worked extensively with Kansas community colleges to develop [Transfer Guides](#), a list of courses that will transfer to the University's various departments.

## Course Transfer

Here is a growing list of courses approved by the Kansas Board of Regents for guaranteed transfer among all Kansas public postsecondary institutions. From College Algebra and English Composition I & II, to Public Speaking and Art History I & II, a student who completes a course listed as a guaranteed transfer course at any Kansas public community college, technical college, or university can be certain that he or she can transfer that course to any other Kansas public institution in pursuit of a degree or credential.

» [Visit the Kansas Board of Regents' transfer articulation page for more information](#)

## Reverse Transfer

Students who transfer to a Kansas public university from a Kansas public community college or technical college (or vice versa) are eligible for Reverse Transfer, which allows for the attainment of any associate degree for which one is eligible along the way to additional certificates and degrees. Within a student's first semester, those who transfer coursework from a public university, community college or technical college will be notified if they are eligible to be considered for reverse transfer degree status, and which courses are needed to finish the related degree. Students who then complete the coursework for a given associate degree will be eligible to receive that degree, administered automatically by correspondence between the new institution and the university, community college or technical college the student last attended.

» [Visit the Kansas Board of Regents' transfer articulation page for more information](#)

[Credit for Prior Learning FAQ's.](#)

## Transferring CPL from another Institution

CPL awarded by all accredited institutions of higher education is evaluated in the same manner as regularly graded coursework from these institutions. The credit awarded is adjusted to the CPL policies of Wichita State. Every attempt is made to ensure that credit for prior learning applies to both a student's degree program and university requirements for graduation. However, in no case may a transfer student receive more credit than the credit available to students at Wichita State.

[Send your transcripts to WSU.](#)

Haven't been admitted to WSU? [Click here to get started.](#)

## Prior Knowledge: Credit by Examination

Undergraduate credit may be obtained by examination through the [WSU Counseling and Testing Center](#). CPL will not be awarded for duplication of credit or to replace course grades. Students should check with an academic advisor before attempting any test or other means of CPL assessment to ensure the credits will transfer.

CPL Options Offered at WSU:

TYPE	YES	NO
<a href="#">Credit for ACT/SAT scores</a>	✓	
<a href="#">AP or IB National Exams</a>	✓	
<a href="#">CLEP National Exams</a>	✓	
<a href="#">DANTES DDST Exams</a>	✓	
<a href="#">Military ACE Credit Recommendation Services</a>	✓	
Corporate ACE Credit Recommendation Services		✓
Institutional Challenge Exams		✓
<a href="#">Departmental Challenge Exams</a>	✓	
<a href="#">Institutionally-evaluated Training for Credit</a>	✓	
Portfolio Assessments		✓
<a href="#">Life Experience Evaluation</a>	✓	
<a href="#">Retroactive Credit</a>	✓	

## Future Learning Experiences: Your Time at WSU

### Transcripts

Credits for prior learning are posted to a student's transcript as soon as paperwork is received/validated and posted to the academic record by the Registrar's Office. They appear as transfer work because it is credit for learning that did not occur through enrollment in a WSU course.

There is no overall cap on how much CPL a student may earn. However, WSU graduation requirements still apply, which include:

- 45 hours of upper division credit
- 60 hours from a 4-year school
- the last 24/30 or last 50/60 hours must be taken at WSU

At Wichita State University, a student can use CPL for:

General Education  
Major Requirements  
Minor Requirements  
Certificate Programs  
Elective Credits

## **Academics**

As Kansas' only research university in an urban setting, Wichita State offers opportunities other schools can't match. 66 undergraduate majors, over 50 graduate majors, 200 areas of study and the largest cooperative learning program in the state, WSU has your future in mind.

### [Course Catalogs](#)

Links to online versions of the official Wichita State University course catalogs. Every course offering available at WSU described in detail.

### [Internships and Careers](#)

At Wichita State, students have unmatched opportunities to gain real-world experience while earning credit in their intended fields of study.

### [Cooperative Education](#)

WSU students earn work experience, college credit and a paycheck – all while bolstering their resume and getting a leg up on the competition.

### [Experience-based Learning](#)

Learn. Work. Live. Play. Wichita State combines quality degrees with the limitless real-world, experience-based learning opportunities only found in Kansas' largest city. Learn about the ways WSU equips students to build the futures they want.

### [More Academics Links](#)

### [Research](#)

## **Which Departments Accept CPL Credits?**

Departments have varying policies as to any CPL (credit by exam, retroactive credit, etc.) that will be deemed equivalent to their courses. Once the equivalency is determined and posted to the student's record, it will be acceptable in any department/program in which that course meets a degree requirement.

## **Plan of Study**

As CPL credits are applied to the transcripts, students should work closely with their advisor to coordinate and maintain a plan of study through graduation.

[Find an advisor at the WSU Advising Center.](#)

# Wichita State University Transfer Guides

For transfers from Kansas community colleges and Wichita Area Technical College

Welcome to the Wichita State University Transfer Guides website. There's never been a better time to be a Shocker, and we're happy that you are considering WSU as a destination to continue your education.

To get transfer information specific to your Kansas institution, just select the institution's name from the pull-down menu below and click the submit button.

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**\*\*SELECT INSTITUTION\*\*** ▼

Submit

## CPL - Frequently Asked Questions (FAQ)

### *What are the maximum limits on all forms of Credit for Prior Learning (CPL)?*

There is no overall cap on CPL. Students must meet all requirements for graduation which include: 45 hours of upper division credit; 60 hours from a 4-year school; the last 24/30 or last 50/60 hours must be taken at WSU. These policies may add some defacto limits to CPL.

### *What requirements can CPL be used for?*

General education, major requirements, minor requirements, certificate programs and elective credits. CPL can be used for undergraduate credit only.

### *What types of CPL are offered?*

Credit for ACT/SAT scores, Advanced placement (AP) and International Baccalaureate (IB) national exams, CLEP national exams, Dantes DDST exams, military ACE credit recommendations services, departmental challenge exams, departmental specific retroactive credit, life experience evaluation, and institutionally-evaluated training for credit.

### *What programs accept CPL?*

Any of our UG programs as long as the course in which the credit has been given meets a requirement for that program.

### *Do policies differ from department to department?*

Departments have varying policies as to any CPL (credit by exam, retroactive credit, etc.) that will be deemed equivalent to their courses. Once the equivalency is determined and posted to the student's record, it will be acceptable in any department/program in which that course meets a degree requirement.

***Can CPL credits be transferred between department and programs within this institution?***

YES, once the equivalency is determined and posted to the student's record, it will be acceptable in any department/program in which that course meets a degree requirement.

***Does WSU accept CPL credit from other institutions?***

CPL awarded by all accredited institutions of higher education is evaluated in the same manner as regularly graded coursework from these institutions. The credit awarded is adjusted to the CPL policies of Wichita State. Every attempt is made to ensure that credit for prior learning applies to both a student's degree program and university requirements for graduation. However, in no case may a transfer student receive more credit than the credit available to students at Wichita State.

***Must I be a WSU student to receive CPL credit?***

Yes, you must be admitted and enrolled before credit will be posted to your WSU transcript.

***How does CPL exam credit appear on a transcript?***

Credit by Examination is designated by TCrE. CPL credit appears on the WSU transcript as transfer work and is specified as Credit by Exam, Retroactive Credit, etc. It is considered transfer work because it is credit for learning that did not occur through enrollment in a WSU course. The specific WSU courses to which the credit has given equivalent credit are not detailed on the official transcript but are on the student's record and appear on an unofficial transcript.

***When do CPL credits appear on a transcript?***

CPL credits appear on a student's transcript as soon as paperwork is received/validated and posted to the academic record by the Registrar's Office.

***What are the costs and/or fees for CPL?***

For the 2014-15 academic year, credit by exam fees are \$15 per credit hour, \$20 per credit hour if the exam is administered by the Counseling and Testing Center. National exams have their own costs and fees. Some departments do charge additional fees for processing of retroactive credit (i.e., Nursing). Check with your advisor or counseling and testing for additional cost/fee information.

## Incoming Transcripts

Wichita State University requires official transcripts from all accredited colleges/universities you have attended be sent to the University. We must have your complete academic record even if you withdrew from your classes at the previous college. Failure to provide all transcripts will prevent you from graduating, may stop you from enrolling in classes, and may make you ineligible for federal, state, or institutional financial aid/scholarships.

Official transcripts need to be hand-carried in a sealed official school envelope or mailed directly from the college to Wichita State University. WSU does accept electronic transcripts, however they are not accepted as a PDF attachment from the student. Faxed copies to the university are not considered official and will not be accepted.

New or Transfer students, please mail official transcript(s) to:

Office of Admissions  
Wichita State University  
1845 Fairmount  
Wichita, KS 67260-0124  
  
(316) 978-3085  
[admissions@wichita.edu](mailto:admissions@wichita.edu)

Former or Current students, please mail official transcript(s) to:

Office of the Registrar  
Wichita State University  
1845 Fairmount  
Wichita, KS 67260-0058  
  
(316) 978-3055  
[academic.records@wichita.edu](mailto:academic.records@wichita.edu)

Graduate students, please mail official transcript(s) to:

Graduate School  
1845 Fairmount  
Wichita, KS 67260-0004  
  
(316) 978-3095  
[jane.hodge@wichita.edu](mailto:jane.hodge@wichita.edu)

If you have earned 80 or more overall hours, including at least 15 WSU hours, failure to provide all transcripts will result in a hold on your account until your transcripts are received by the Office of the Registrar.

If you have any questions, please contact the Registrar's Office at 316-978-3055.

## Academic Advising

Once you've been admitted to Wichita State, contacting your adviser is the first step to enrolling for each semester.

Academic advising is available through individual offices listed below for:

- Degree-bound students who have decided to pursue a major or program in a specific college.
- Degree-bound exploratory students who have not yet decided on a major.
- Nondegree-bound students who are enrolled in classes for purposes other than completing a degree.
- Graduate students.

## Degree-Bound — Major Decided

### W. Frank Barton School of Business - Business Advising Center

008 Clinton Hall      316-978-3203 or [Business.Advisor@wichita.edu](mailto:Business.Advisor@wichita.edu)

### College of Fine Arts - Advising

School of Music:      316-978-6430 or [janet.ives@wichita.edu](mailto:janet.ives@wichita.edu), 116 Wiedemann Hall

School of Art and Design:      316-978-3555 or [salyi.vu@wichita.edu](mailto:salyi.vu@wichita.edu)

School of Performing Arts:      316-978-4747 or [julie.holmes@wichita.edu](mailto:julie.holmes@wichita.edu), 109 Wilner

### College of Education - Advising Center

107 Corbin Education Center      316-978-3300

### College of Engineering - Advising

300A Wallace Hall      316-978-3420 or [engineering.records@wichita.edu](mailto:engineering.records@wichita.edu)

### College of Health Professions - Student Advising Services

402 Ahlberg Hall      316-978-3304 or [chp.advisor@wichita.edu](mailto:chp.advisor@wichita.edu)

### Fairmount College of Liberal Arts and Sciences - LAS Advising Center

115 Grace Wilkie Hall      316-978-3700 or [LAS.Advisor@wichita.edu](mailto:LAS.Advisor@wichita.edu)

## Degree-Bound-Exploratory or Nondegree-Bound

### LAS Advising Center

115 Grace Wilkie Hall

316-316-978-3700 or [LAS.Advisor@wichita.edu](mailto:LAS.Advisor@wichita.edu)

### Office of Adult Learning

WSU Metropolitan Complex, Room 142

316-978-8325 or 844-693-5211 or [AdultLearning@wichita.edu](mailto:AdultLearning@wichita.edu)

## Graduate Students

### **Graduate School**

107 Jardine Hall      316-978-3095 or [gradinqu@wichita.edu](mailto:gradinqu@wichita.edu)