

## Procedure Information

**Number: 3.15.1**

**Name: Advanced Placement Credit Procedure**

Effective Date: December 15, 2020

Next Review Date: AY2025–2026

### Regulatory Authority:

- [Minnesota State Board Policy 3.15 – Advanced Placement Credit](#)
  - [Minnesota State Board Procedure 3.15.1 – Advanced Placement Credit](#)
  - [MN State Statute – Advanced Placement and International Baccalaureate Programs](#)
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### Part 1. Credit for Advanced Placement.

As specified in Minnesota State Policy 3.15 and as required in M.S. 120B.13, North Hennepin Community College shall grant lower division course credit for scores of 3 or higher on Advanced Placement (AP) examinations. A NHCC Transfer Specialist will work with faculty and academic deans to determine and review transferability of AP exams on a regular basis.

### Part 2. Equivalent Course Credit.

North Hennepin Community College shall grant equivalent course credit for a specific lower division college course for each AP examination that covers substantially similar material. The same number of credits shall be granted for scores of 3, 4, and 5. Equivalent course credits may be applied to certificate and/or degree programs as either required or elective courses.

### Part 3. Non-Equivalent Course Credit.

North Hennepin Community College shall grant a minimum of three (3) lower division, elective course credits when a student presents a score of 3, 4, or 5 on an AP examination that covers material that is not substantially similar or equivalent to an existing course offered by the college or university. Non-equivalent course credits may be applied to certificate and/or degree programs as elective courses.

### Part 4. Credit Limit.

North Hennepin Community College shall not limit the total number of credits a student may earn through AP examinations provided the total of earned credits does not contradict NHCC's residency requirements found in NHCC policy 3.50 Academic Programs.

### Part 5. Transfer of Credit.

A student who transfers to another institution within the Minnesota State system shall have credits granted for Advanced Placement examinations evaluated in accordance with Minnesota State Board

Policy 3.21 and System Procedure 3.21.1 Undergraduate Credit Transfer and with Minnesota State Board Policy 3.37 and System Procedure 3.37.1 Minnesota Transfer Curriculum.

## Part 6. Implementation.

### Subpart A. Student Responsibility.

Students must arrange for an official report of their AP examination scores to be sent from The College Board to the Records and Registration Office at North Hennepin Community College.

### Subpart B. College Responsibility.

North Hennepin Community College has established procedures for awarding credit for AP examinations. NHCC displays all examinations and NHCC equivalencies or electives online at [www.transferology.org](http://www.transferology.org).

## Part 7. Campus Review.

Review Action	Date(s)
Campus Community Review Period:	October 19–November 6, 2020
Diversity, Equity, and Inclusion Committee Review:	November 10–24, 2020
AFSCME Review:	November 10–December 1, 2020
MAPE Review:	November 10–December 11, 2020
MMA Review:	November 10–December 11, 2020
Shared Governance Council Review:	December 11, 2020
Student Senate Review:	December 3, 2020
President Rolando Garcia Approval:	December 15, 2020
Campus Community Dissemination:	December 15, 2020

## History.

- Previously part of NHCC Credit for Prior Learning Policy 3.33
- Separated from 3.33 and revised, Spring 2013
- Reviewed Fall 2020, minimal changes to align with current practice