

The sample School Board policy below has been written by the College Level Examination Program (CLEP) Regional Task Force. By adopting this policy, the district will use CLEP tests as a standardized way of assessing essential knowledge related to equivalent high school courses. Students may take CLEP assessments to:

1. Verify prerequisite knowledge for course placements or
2. Receive high school credit for required or elective courses.

SAMPLE SCHOOL BOARD POLICY FOR USE OF CLEP TESTS AS ASSESSMENT OF PRIOR LEARNING

Purpose

The purpose of this policy is to clarify the use of a College Level Examination Program (CLEP) test as a uniform and accepted assessment of prior learning to meet a high school requirement. The district will use CLEP tests as a *standardized way of assessing essential knowledge related to equivalent high school courses*. Students may take CLEP assessments to:

1. Verify prerequisite knowledge for course placements or
2. Receive high school credit for required or elective courses.

Assumptions

It is the intent of this policy to recognize when a student has achieved mastery of a subject area and allow the student to test out of course enrollment by using the CLEP exam for earning credit or verifying prerequisite knowledge.

When a student meets a pre-determined passing score on a CLEP test, the district will grant credit for prior learning. The passing score is the same as that recommended by the American Council on Education for granting college credit.

Even though credit for learning is granted through CLEP, it is noted that the full experience of a course cannot be tested. Concerns about students not participating in laboratory experiments or class discussions by testing out using CLEP are acknowledged. However, those concerns speak to how students gain information and are not the only way to demonstrate achievement. The purpose of taking a test to equate credit is to allow students to take advantage of other, sometimes more challenging, experiences.

Access

Testing Centers in the metro region include: Century College, Hennepin Technical College-Eden Prairie, Hennepin Technical College-Brooklyn Park, Metro State University, Inver Hills Community College, and Crown College.

If students wish to use CLEP test results to receive credit for learning, they will sign a waiver granting permission for the college where they have tested to share official results with the high school.

Alignment Process

CLEP test specifications have been aligned with the Minnesota Academic Standards. This provides information about which of the standards and benchmarks are assessed by each test. The district has completed a second stage of alignment, verifying which standards are embedded in district courses and therefore which CLEP tests are equivalent to the courses.

All courses on the district alignment-to-CLEP chart shall use the CLEP assessment as the preferred method of granting credit by assessment. In cases where a CLEP assessment does not align to a course offered by the school, students will be granted elective credit upon meeting the predetermined score.

Definitions

Alignment: Alignment is a verification process to determine the extent to which elements of curriculum and assessment match with standards. Two processes provide assurance of alignment for CLEP use in high schools: (1) aligning testing outcomes with Minnesota Academic Standards, (2) embedding Minnesota Academic Standards into courses.

CLEP: The College-Level Examination Program (CLEP) is a College Board program that allows students to earn college credit by demonstrating their mastery of college-level material in introductory subjects. There are 34 CLEP examinations; 2,900 colleges and universities have CLEP credit-granting and/or placement policies. CLEP examinations are administered at 1,300 college test centers throughout the United States. By using CLEP examinations as intended in this policy, the tests will give students not only the opportunity to earn college credit, but high school credit as well.

Essential knowledge: For the purposes of the CLEP test, the essential knowledge includes any standard or benchmark embedded in the course.

Equivalent: A CLEP test is thought to be equivalent to a high school course if it assesses a substantial number of academic standards embedded in the course. The Minnesota State Colleges and Universities (MSCU) standard for articulating high school course credit with college course credit is an 80% match. This is offered as a guideline for a substantial match.