



Policy Name: Course Challenge / Transfer Credit / Previous Education
Policy #: 103
Adopted: 09/2016
Reviewed: 10/27/2020
Revised: 10/27/2020
Reference: Business and Professions Code; Article 2; 2786.6, California Code of Regulation, Title 16; Division 14; Article 3; 1423.1, 1429, and 1430

Purpose

Students previously enrolled and earned credit from an accredited college or university, recognized by the United States Department of Education (USDE) or the Council for Higher Education Accreditation (CHEA), and/or an approved International Transcript.

Policy Statement

Approved courses already successfully completed at an accredited college may be granted on an individual basis to students as either 1) transfer credits, 2) credit by exam, or 3) course exemption. Any General Education or nursing courses for the ADN Program that meets the above criteria after review will be granted college credit toward graduation.

Reason for Policy

Streamline prior education for students to prevent repeating prior coursework meeting the students' educational nursing goals. *Compliance with California Code of Regulations 1423.1, 1430 and Business and Professions Code 2786.6*

Policy for Transfer Credit

A. General Education Course(s) taken at another accredited college or university will be considered for transfer credit in accordance with the following criteria:

1. Non-science GE courses are successfully passed with a C or better (not C-) within 5 years of admission to semester one.
2. Science GE courses are successfully passed with a C or better (not C-) within 2 years of admission to semester one; and successful passing of challenge exam with a 70% or higher.
3. Complete Prior Learning Assessment form with supporting documents
4. All general education courses considered for transfer credit must have the following supporting documents:
 - a. course syllabi
 - b. course description from college catalog
 - c. official transcripts
5. Submit Prior Learning Assessment Form and supporting documents to the Dean of Nursing or designee no later than 6 weeks prior to the start of semester one. Only courses with these supporting documents will be considered for transfer credit.
6. No courses in progress, and courses taken after starting the nursing program will be considered.
7. Science challenge exams will be scheduled 4 weeks prior to the start of semester one. Information regarding content of each science challenge exam can be obtained from the admissions coordinator. Each science challenge exam is \$25. Only one opportunity will be provided for each science challenge exam.



B. Transfer Credit for Previous Nursing Education Credit

LVNs applying for the LVN-ADN pathway wishing to have their previous knowledge and education in the field of nursing evaluated are required to:

1. At least 6 weeks prior to the start of the ADN Program semester one, notify the Admissions Coordinator of your request for transfer credit for any of the following courses: Fundamentals of Nursing, Pharmacology, and Introduction to Med Surg.
2. Complete the Prior Learning Assessment form with supporting documents.
3. Provide syllabi and transcripts from the Vocational Nursing Program for each of the above courses.
4. Take and pass with 75% or higher a comprehensive challenge exam for each of the courses above. Each challenge exam is \$25 and is scheduled 4 weeks prior to semester one. Information regarding the content of the challenge will be provided. All challenge exams must be passed on the first attempt in order for credit to be provided.
5. Take and pass with 75% or higher a skills competency test for each above courses given 4 weeks prior to the start of semester one. Information regarding the skills competency test will be provided. Applicants must be passed on the first attempt in order for credit to be provided.
6. Meet with the Dean of Nursing/ or designee for counseling regarding results of challenge exams and skills competency results.
7. All applicants will be provided an individual educational plan based on the transfer credited granted.

C. Policy for Granting Credit for Military Experience Related to Nursing and Medical

Military Personnel and Veterans with military healthcare training and experience wishing to have their previous knowledge and education in the field of nursing evaluated must complete the following:

1. Applicant must meet College Admissions requirements first (SLE/TEAS)
2. Interested applicants must request an appointment with the Dean of Nursing at least 6 weeks prior to admission to discuss eligibility for transfer credit for military experience and military education.
3. Applicants who may be eligible for advanced placement will include those individuals who have satisfactorily completed education and experience for the following:
 - a. Basic Medical Technician Corpsman (Navy HM or Air Force BMTCP)
 - b. Army Health Care Specialist (68W Army Medic)
 - c. Air Force Independent Duty Medical Technician (IMDT 4N0X1C)
 - d. Applicant must have a DD214 showing honorably discharged or current active honorable service.
4. Applicants applying for transfer credit must submit the following materials verifying education and experience:
 - a. Transcripts from appropriate education program(s)
 - b. Documentation of experience
5. After a review of the applicant's documentation and upon determination of the veteran's or LVN's experience, the veteran or LVN will challenge the final comprehensive exam (75%), complete a competency skills exam, and a dosage calculation exam (90%)



6. The following materials will be available to the applicant once challenge confirmation is made:
 - a. course syllabus, including course objectives
 - b. content outline
 - c. medication study material
 - d. bibliography and textbook lists
7. Written and skills competency examinations for advanced placement or challenge must be completed four weeks prior to admission to the program, unless waived by the Dean of Nursing.
8. Advanced Placement will be granted if applicant meets minimum requirements equivalent to those required of students enrolled in the actual course. Individual education plan will be provided.

The following is a list of nursing courses eligible for transfer credit by challenge exams for the Military personnel based on their experience, knowledge and skills.

Course	Specific Requirements by Course
Fundamentals	Challenge Exam – All nursing skills performed in a clinical setting
Introduction to Medical surgical nursing	Challenge Exam; Documentation of comparable clinical experience of Acute care in a medical surgical area with a letter of reference; Letter of Reference required
Pharmacology	Challenge Exam; Documentation of experience in oral, topical, eyes, ears, nose, rectal, vaginal, ID, SQ, IM, IV, IVP in a clinical setting
Obstetrics	Challenge Exam; skills competency and med calculation exam. Documentation of comparable clinical experience of Acute Obstetrical nursing experience (including ante- partum, Intrapartum, and post-partum; with letter of
Pediatrics	Challenge Exam; skills competency; pediatric med math



Policy for LVN Non-Degree Option Students:

1. LVN 30 unit Option (non-degree) applicants may apply to MFSON's nursing program.
2. Applicants must have an active LVN license in the State of California.
3. Applicants entering this pathway do not need to take the Wonderlic/SLE exam or the TEAS.
4. All applicants must take a challenge exam for: Fundamentals, Pharmacology, Intro to Med Surg, Obstetrics, and Pediatrics. Each challenge exam has a \$25 fee and must be paid prior to taking the challenge exam. Results of these exams will be discussed when meeting with the Program Director.
5. All Applicants must also take a skills competency test and a medication dosage test before meeting with the Program Director. Results of these exams will be discussed when meeting with the Program Director.
6. After meeting with the Program Director, students may enter the ADN program using this option as space is available.
7. Students may not change to the LVN-ADN pathway once starting the 30 unit option.
8. The maximum number of nursing semesters the student will attend is two.
9. LVN non-degree option students will not be awarded an Associate Degree in Nursing.
10. Students choosing this option are not considered graduates of the ADN Program.
11. Upon completion of the non-degree option curriculum, the student is eligible to apply to the BRN for licensure examination.

Prior Learning Assessment Form found on the following pages



Prior Learning Assessment Form

GCC Marsha Fuerst School of Nursing (MFSON) will evaluate prior learning, and when appropriate, will award credit for equivalent courses or subjects presented in their programs. The student is responsible for ensuring that official transcripts are submitted to MFSON.

Date _____ Campus Name & Number _____
Student Name _____ Student Number _____
Program _____

Requesting evaluation for the following types of Prior Learning:

Transfer Credit – List Institutions:

Externally Administered Examination – List Exams:

Challenge Exams – list courses requested

Evaluation cannot be conducted until official transcripts is received by GCC and, if transfer credit is being awarded, a course description must be provided or obtained by the institution.

Student Signature

Date

Please complete this 2nd page of the Prior Learning Assessment form and attach all supporting documents. Submit to the Dean of Nursing/ or designee.



Policy Name: Military Experience
Policy #: 154
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Reference: Business and Professions Code 2786.1, California Code of Regulation 123.1, 1426 (d)(1), and 1430

The Policy:

Awarding of credit for previous education or other acquired knowledge, including military education and experience:

Experiential Learning – Nursing programs (Military education and experience)

The institution will evaluate and grant credit for military education and experience that are substantially equivalent to the curriculum and meet all course objectives.

- The veteran will have to meet all admission criteria.
- The awarding of credit and determination of equivalency learning to related coursework will require the student to meet with the Program Director or designee to determine the extent of the veteran’s education and experience and where the veteran should be placed in the curriculum.
- Submit military transcripts and evidence of honorable discharge from service
- The veteran will challenge courses/exams/competency skills and medication calculation test according to Policy 103 “Course Challenge/Transfer Credit/Previous Education.
- The veteran will be required to complete all other general education courses required for the ADN Program.