

1. PURPOSE

The purpose of this policy is to establish guidelines for the awarding of academic credit for work experience.

2. PROCEDURE

- 2.01 Whenever reasonable, students requesting credit for work experience will be given an appropriate examination relative to the course learning objectives. The test may be written, oral performance, or a combination thereof.
- 2.02 Academic credit for work experience shall be awarded only upon evidence that the work experience provided equivalent student learning outcomes as compared to the designated academic credits.
- 2.03 All requests for granting academic credit for work experience will originate at the department/school level and must contain a thorough description of the work experience as it relates to the student learning outcomes for each proposed course credit. The department/school chair will forward the departmental recommendation to the college dean for approval who will review the recommendation and forward it with his/her recommendation to the Provost and Vice President for Academic Affairs. The final decision for approval will rest with the Provost and Vice President for Academic Affairs.

APPROVED: _____ < signed > _____
Dana G. Hoyt, President

DATED: _____ 1/29/18 _____

CERTIFICATION STATEMENT

This academic policy statement (APS) has been approved by the reviewer(s) listed below and represents SHSU's Division of Academic Affairs' policy from the date of this document until superseded.

Original: September 9, 1986
Reviewer(s): Council of Academic Deans
Faculty Senate
Academic Affairs Council

Review Cycle: Five years*
Review Date: Spring 2022

Approved: _____ < signed > _____
Richard Eglsaer
Provost and Vice President
for Academic Affairs

Date: _____ 1/29/18 _____

*Effective January 2018, Academic Policy Statements will be reviewed on a rotating 5-year schedule. To transition to a distributed review load, some policies may be reviewed prior to the 5-year timeframe, with subsequent reviews transitioning to the 5-year schedule.