

Course Challenge

Under guidelines approved by each department, current students may challenge courses in which they believe they have substantial prior learning. This policy is meant to provide department faculty with a way to grant credit in appropriate courses to students who demonstrate mastery of the course outcomes. The policy for course challenge is outlined below.

1. Students may only challenge a course or courses for which they have not received college credit at any accredited institution.
2. The student must be enrolled in at least one course at YVCC during the quarter a course is challenged; however, the student *cannot be enrolled in the course to be challenged*.
3. The student should review degree requirements in this catalog to determine limits on using courses with S grades.
4. Credits earned by the challenge process do not count toward the residency requirement. See "Degree Requirements" in this catalog.
5. The course being challenged must be offered during the quarter in which it is being challenged unless otherwise specified by the department.
6. Department faculty will determine which, if any, of their courses may be challenged.
7. Any full-time YVCC instructors, with the signature of the department head on the Course Challenge Form, may administer challenge examinations in accordance with departmental policy. In the event that a full-time instructor is not available, the department head, in consultation with the dean, may request that an adjunct faculty member administer a challenge exam.
8. A course may be challenged only once.
9. Challenge examinations must be given prior to the day grades are due each quarter.
10. Credits earned will be recorded on the transcript with an S grade. A student must have a prior YVCC transcript to challenge a course. An unsuccessful challenge will not be posted.

Course Challenge Process

1. Obtain a Course Challenge Form from the Registration and Records Office.
2. Meet with the department head of the class to be challenged. The department head will help determine if the class is available for challenge and must sign the Course Challenge Form before the student can proceed to the next step.
3. Pay the cashier a nonrefundable, \$25.00 per credit examination/transcription fee.
4. See the designated instructor to schedule the examination date. Upon successful completion of the course challenge, the instructor must sign the Course Challenge Form. *Students failing the challenge test will not be given a grade, and no reference will be placed on the transcript.*
5. Proceed to the dean of the department for an approved signature.
6. Take the completed Course Challenge Form to the Registration and Records Office. The course will be posted to the transcript with a grade of S at the end of the quarter.

Course Numbering

The numbers from 0-99 designate developmental courses and certain professional/technical classes. These classes are not college level. Classes numbered from 100-299 are college level and generally transferable to baccalaureate degree programs.

Courses numbered 099, 199, or 299 designate independent study and field experience classes. Courses numbered 098, 198, or 298 designate experimental or exploratory classes. Cooperative field experience (co-op) courses are assigned the 190 and 290 numbered series. Community service courses are numbered with 076 and are not awarded credit.

Courses listed in this catalog constitute the most recent record of the total academic program of the college. Listing does not mean that all courses are offered every quarter or every year. Consult the quarterly schedule of classes for a list of specific course offerings.

Evaluation of Transfer Credit

The decision to grant transfer credit is based upon several factors, chief among which is accreditation. For transfer purposes, YVCC recognizes as fully accredited only those institutions that have received accreditation by one of the following associations:

1. New England Association of Schools
2. Middle States Association of Colleges and Schools
3. North Central Association of Colleges and Schools
4. Northwest Commission on Colleges and Universities
5. Southern Association of Colleges and Schools
6. Western Association of Schools and Colleges

Students who wish to transfer credit from international institutions must have their international transcripts evaluated through the AACRAO, Northwestern International Education Services Office. Contact the International Student's Program Office or the Registration and Records Office for more information. Regardless of institutional accreditation, YVCC does not grant credit for religion or theology courses that are sectarian in nature. Credit for professional/technical-oriented courses is at the discretion of the department or division chairperson of the applicable program.

Individual courses, grades, and grade points for transfer credit will not appear on the transcript nor will they be included in the cumulative grade point averages on the transcript. Only the total number of acceptable credits will be posted on the student's Yakima Valley Community College transcript upon graduation; however, courses and grades used to satisfy degree requirements will be used in calculating grade point averages for the established graduation grade point standards. Students should consult the "Honors and High Honors at Graduation" section of the catalog for information on the use of grades in transfer credit courses in the calculation of honors.