

John Tyler Community College Policies and Procedures

Credit for Prior Learning Procedures

Credits Earned in Non-traditional Education/Training Programs

Military-Related Experiences

Credit will be granted for military service school courses and skills if the awarding of credit is recommended in the current edition of the American Council on Education publication, *A Guide to the Evaluation of Educational Experiences in the Armed Services* and approved by the academic dean of the student's chosen curriculum. The following information must be obtained:

- a. Full and correct title of course;
- b. Location of training;
- c. Length of course in weeks;
- d. Exact dates of attendance; and
- e. Branch of Service that gave the course.

Upon admission to the college, active duty service members and veterans may request official transcripts of their service connected course work through the Joint Services Transcript (JST) repository available to those who served in the Army, Navy, Marines and Coast Guard. Those who served in the Air Force will need to obtain transcripts through the Community College of the Air Force. In accordance with the guidelines set forth by the American Council on Education, as well as the recommendations of the appropriate division dean, credit will be awarded for course work and occupations that are applicable to the curriculum. Transcripts may be obtained through the Joint Services Transcript website at <https://jst.doded.mil/>.

Military service courses and skills should be equivalent to JTCC courses and will be used as the student's program determines. Military service credit in occupational-technical areas that is ten or more years old and is to be applied toward graduation in the occupational-technical area must be approved by the appropriate academic dean. Students who have completed basic training, regardless of the date of military experience, may receive 2 PED elective credits.

Community College of the Air Force:

Air Force personnel, both active and veteran, must submit a CCAF (Community College of the Air Force) transcript. Transcripts may be obtained from CCAF/RRR, 130 West Maxwell Blvd., Maxwell Air Force Base, AL 36112-6613. CCAF will not accept fax requests for transcripts.

Criminal Justice Academies

Virginia Department of Criminal Justice Service (DCJS) Academies:

JTCC will grant credit for the completion of training programs certified by the Virginia Department of Criminal Justice Services. Graduates shall provide their official transcripts from the Department of Criminal Justice Services or the training academy in which the training was conducted to certify successful completion. Credits will be awarded as follows:

Law Enforcement Officer (Training completed after 2003)

| | |
|---------------|------------------|
| ADJ 100 | 3 credits |
| ADJ 133 | 3 credits |
| ADJ 160 | 3 credits |
| ADJ 211 | 3 credits |
| ADJ 212 | 3 credits |
| ADJ 236 | 3 credits |
| PED Electives | <u>2 credits</u> |
| Total | 20 credits |

Corrections Officer/Jailer/Sheriff (Training completed after 2007)

| | |
|---------------|------------------|
| ADJ 100 | 3 credits |
| ADJ 211 | 3 credits |
| ADJ 241 | 3 credits |
| PED Electives | <u>2 credits</u> |
| Total | 11 credits |

Virginia State Police Academy:

| | |
|---------------|------------------|
| ADJ 100 | 3 credits |
| ADJ 133 | 3 credits |
| ADJ 160 | 3 credits |
| ADJ 211 | 3 credits |
| ADJ 212 | 3 credits |
| ADJ 236 | 3 credits |
| ADJ Electives | 3 credits |
| PED Electives | <u>2 credits</u> |
| Total | 23 credits |

Child Development Associate Credential

Credit will be granted for completion of the Child Development Associate (CDA) Credential. Students should submit an official CDA certificate to Admissions and Records. Credits will be awarded as follows:

CHD 145 (3 credits)

CHD 235 (3 credits)

Other CHD coursework may be substituted at the discretion of the program chair.

Early Childhood Care Certification

Credit will be granted for a minimum score of 75% on the National Occupational Competency Testing Institute (NOCTI) Early Childhood Education and Care examinations. Students should submit an official NOCTI College Credit Recommendation Report to Admissions and Records. Credits will be awarded as follows:

EDU 235 (3 credits) for the NOCTI Early Childhood Education and Care – Basic Assessment (4016)

CHD 145 (3 credits) for the NOCTI Early Childhood Education and Care - Advanced Assessment (4017)

Other CHD courses may be substituted at the discretion of the program chair. In order to receive this credit, a student must enroll in the Early Childhood Development Program at John Tyler Community College within three years of taking the NOCTI assessment.

Electronics

Student with NCCER Electrical Level 1 certification will receive credit for ELE 150 (4 credits) and ELE 133 (3 credits).

Health Services Experiences

Emergency Medical Technician Certification:

Evidence of current certification, such as the EMT certification card, must be presented to Admissions and Records to receive the following:

EMT-Basic, Virginia

| | |
|---------|-----------------|
| EMS 111 | 7 credits |
| EMS 120 | <u>1 credit</u> |
| Total | 8 credits |

EMT-Enhanced or Advanced, Virginia

| | |
|---------|-----------------|
| EMS 111 | 7 credits |
| EMS 120 | 1 credit |
| EMS 151 | 4 credits |
| EMS 170 | <u>1 credit</u> |
| Total | 13 credits |

EMT-Advanced, Virginia AND National Registry Advanced

| | |
|---------|-----------------|
| EMS 111 | 7 credits |
| EMS 120 | 1 credit |
| EMS 151 | 4 credits |
| EMS 152 | 2 credits |
| EMS 170 | <u>1 credit</u> |
| Total | 15 credits |

EMT-Intermediate, Virginia

| | |
|---------|-----------------|
| EMS 111 | 7 credits |
| EMS 120 | 1 credit |
| EMS 151 | 4 credits |
| EMS 152 | 2 credits |
| EMS 153 | 2 credits |
| EMS 154 | 2 credits |
| EMS 157 | 3 credits |
| EMS 159 | 3 credits |
| EMS 170 | 1 credit |
| EMS 172 | 1 credit |
| EMS 173 | <u>1 credit</u> |
| Total | 27 credits |

National Registry Paramedic

| | |
|---------|------------|
| EMS 111 | 7 credits |
| EMS 120 | 1 credit |
| EMS 151 | 4 credits |
| EMS 152 | 2 credits |
| EMS 153 | 2 credits |
| EMS 154 | 2 credits |
| EMS 157 | 3 credits |
| EMS 159 | 3 credits |
| EMS 170 | 1 credit |
| EMS 172 | 1 credit |
| EMS 173 | 1 credit |
| EMS 201 | 3 credits |
| EMS 205 | 4 credits |
| EMS 207 | 3 credits |
| EMS 209 | 4 credits |
| EMS 211 | 2 credits |
| EMS 242 | 1 credit |
| EMS 243 | 1 credit |
| EMS 244 | 1 credit |
| EMS 245 | 1 credit |
| Total | 47 credits |

First Aid and CPR Certification:

Evidence of current certification, such as a First Aid or CPR card, must be presented to Admissions and Records to receive the following:

First Aid and CPR Cards

HLT 106 2 credits

CPR Card

HLT 105 1 credit

First Aid Card

HLT Elective 1 credit

CPR for Healthcare Providers and First Aid Cards

HLT 100 2 credits

CPR and AED Defibrillator Cards

HLT 105 1 credit

HLT Elective 1 credit

Online CPR/First Aid cards/documentation are not accepted at John Tyler Community College.

IT Industry Certification

Note: Credit will be granted for the following IT industry certifications, if current and valid.

| | |
|---|-------------------------|
| AWS Certified Solutions Architect Certification | ITN 254 (4credits) |
| AWS Cloud Practitioner Certification | ITN 257 (3 credits) |
| AWS Security Specialty Certification | ITN 295 (3 credits) |
| Certified Ethical Hacker Certification | ITN 261 (3 credits) |
| Certiport IC3 Digital Literacy Certification | ITE 115/215 (6 credits) |
| Cisco Certified CyberOps Assoc. Certification | ITN 195 (3 credits) |
| CompTIA A+ Certification | ITE 221 (3 credits) |
| CompTIA Cloud+ Certification | ITN 257 (3 credits) |
| CompTIA IT Fundamentals Certification | ITE 221 (3 credits) |
| CompTIA Linux+ Certification | ITN 170 (3 credits) |
| CompTIA Network+ Certification | ITN 101 (3 credits) |
| CompTIA Security + Certification | ITN 260 (3 credits) |
| MCSE Certification | ITN 111 (3 credits) |
| PCAP Certified Associate Python | ITP 150 (3 credits) |

Cisco Certified Network Associate Exam

CCNA: ITN 154 (4 credits), ITN 155 (3 credits), ITN 156 (3 credits)

Machine Technology

Students in the Precision Machining Technology Certificate Program or the Computer Numerical Control Program who present evidence of NIMS Certification will receive credit as outlined below.

Measurement, Materials & Safety

MAC 161

Job Planning, Benchwork & Layout AND Turning I (Between Centers)

MAC 162

Turning I (Chucking) AND Milling I

MAC 163

Milling I AND Grinding I

MAC 164

CNC Turning (Lathe) Operations AND/OR CNC Mill Operations

MAC 121

MAC 122

MAC 123

Safety

Evidence of current Occupational Safety and Health Administration (OSHA) 10-Hour General Safety certification can be presented to Admissions and Records to receive credit for SAF 130 (1 credit).

Technical Studies

Students in the Technical Studies Program who present evidence of related prior work experience and/or training to their program advisor and academic dean may be eligible for credit in IND 197 and/or IND 297. Upon the presentation of the approved IND 197 and IND 297 Work-Based Learning Application for Credit Earned form to Admissions and Records, a student will be awarded the designated number of credits (not to exceed 9 credits) in IND 197 and/or IND 297.

Life Experience Credit

Students who believe that their previous educational studies, training programs or work experiences may be equivalent to the content of college courses should contact their faculty advisors, or the Advising Center. Only credit-by-exam courses administered by JTCC can be used to satisfy course requirements. Credit-by-exam courses from other institutions are not transferable.

Students who wish to request credit for life experiences must register for SDV 198 (Portfolio Development). Only 25% of the credits that are accepted can be used toward any curriculum at JTCC. Students who are interested in credit-by-examination should contact the appropriate academic division dean. The credit-by-examination fee is \$75.00 per class.

