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California State University SAN MARCOS
School of Nursing

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Credit for Prior Learning

Definition	To receive credit for prior learning, nursing students must demonstrate how the knowledge and skills acquired through previous experiences transfer into college-level courses (through challenge assessments) and/or mirror the course learning outcomes (through transfer credit).
Scope	1. The School of Nursing adheres to the CSU Chancellor's Executive Order 1036 which outlines the policy for awarding baccalaureate credit for (i) demonstrated learning, knowledge or skills acquired through experience and (ii) formal instruction in non-collegiate settings. 2. Transfer applicants who have completed college nursing courses in nationally accredited nursing or other health care programs are evaluated individually and may be given credit for courses that meet the requirements.
Responsible Division	California State University San Marcos, School of Nursing

Policy

Credit for Prior Learning (Non-Collegiate Setting)

Upon admission to a CSUSM Nursing Program students with special studies or experiences, such as working as applicable military service, may have already achieved the learning objectives of certain courses and may request to receive credit by examination, also referred to as a "challenge exam". If the exam is passed, the student will have met the course requirement. Credit and Credit by Exam is posted as Test Credit. Challenge by Exam awards zero units, a waiver of the class is recorded.

Credit for Prior Learning (Collegiate Setting/Transfer Student)

Students with previous Registered Nursing education may be given transfer credit for previous nursing courses equivalent to the CSUSM Nursing courses. Credit for Prior Learning is posted as Internal Transfer on the transcript

Procedure

Credit for Prior Learning (Non-Collegiate Setting)

- Students who request to receive credit for a nursing-prefix course by examination must present documentation of their experience to the Associate Director (AD) or their designee, at least six weeks before the start of the course.
- Military completed courses and schools at which the work was done must be documented on forms DD214, DD295 or other official documents like the military point transcript.

- The AD or designee will assess the student's documentation in the context of the program's mission and degree objectives. If the AD finds the student has sufficient experience, they will contact the faculty of record for the course they wish to challenge.
- The faculty of record assesses the student's documentation in the context of the course's student learning outcomes and makes the decision whether the student may take a challenge exam.

If the request for a challenge exam is approved:

- The faculty of record shall provide the student, at a minimum, a copy of the syllabus that states the student learning objectives and lists the course textbook and/or other learning materials used in the course. Faculty may provide additional study materials at their discretion. Course items will be provided to the student at least two weeks before the semester starts.
- Students must complete the challenge exam before the first week of the semester
- Students have only one opportunity to pass the challenge exam
- Challenge Exams are offered in accordance with the current Elsevier Best Practice Policy for HESI Next Generation Proctored Exams. For courses that do not have a HESI Exam associated Challenge Exams will include, but are not limited to; Laboratory Competency Exams and ability to write a Nursing Care Plan.
    - Students must purchase a license to the program to obtain access to the Challenge Exam.
- The student much achieve a 90% or higher.
- If the student scores below passing on the challenge exam, they must register for the course.
- The Associate Director will oversee the petition process required to earn credit by examination. The department will submit the results to the office of the registrar within two weeks of passing.

If the request for a challenge exam is not approved:

- The faculty of record will notify the student and the AD or their designee in writing.

Credit for Prior Learning (Collegiate Setting/Transfer Student)

- Transfer Students who request to receive credit for a nursing-prefix course by demonstrating prior learning must present documentation of their experience to the Associate Director at least four weeks before the start of the course. Students must request a meeting with the AD and provide a portfolio for consideration.
- **Recency requirement for TBSN/ABSN Entry:** To ensure that all nursing students are equipped with up-to-date knowledge and skills, our program requires that nursing coursework be completed within the past five (5) years. This recency requirement is in place to maintain the highest standards of education and clinical practice, ensuring our graduates are well-prepared for the current healthcare environment.

Portfolio submission must include:

- Submit a letter of recommendation/academic standing from the dean/director or appropriate designee of the previous school to the School of Nursing;
- Submit course syllabi and catalog descriptions for all courses for which nursing transfer credit is requested to the School of Nursing; and coursework as requested by the Evaluator.