

## Audit

Students may take a course for no credit by requesting an audit at the time of enrollment (see Special Tuition and Fees in Financial Information Section). Audit status cannot be reversed. If a course is audited, a grade will not be assigned and the instructor will not be required to administer or grade tests for these students. Students enrolling in courses for credit will be given priority over audit students when seating is limited.

### Cell Phones in the Classroom: (Procedure 3.32)

### Guests and Children in the Classroom: (Procedure 3.33)

### Credit for Prior Learning (Procedure 3.05)

Credit for Prior Learning (CPL) is learning that has not been transcribed by an institution of higher learning. CPL will be evaluated based on the different types below and may be awarded according to the following conditions:

1. The student must currently be enrolled in at LCC and have a declared major at LCC.
2. All courses for which Credit for Prior Learning are awarded must have equivalent courses in the Labette Community College curriculum. Partial credit will not be awarded.
3. All earned credit will receive a grade of "P" for pass and will not be calculated into the cumulative grade point average.
4. Credit for prior learning will be counted toward graduation and may be used to fulfill curriculum requirements.
5. Credit for prior learning cannot be used to meet the enrollment requirement for federal or institutional aid.
6. Credit for prior learning cannot be used to repeat classroom credit in which a grade was received.
7. A maximum of 45 total credit hours of Credit for Prior Learning may be awarded based on the declared major.
8. Charges may be assessed for specific types of CPL listed below.

Multiple types of CPL can be considered for credit:

#### **Portfolio Evaluation**

In some instances, college credit may be awarded by means of a portfolio evaluation. A portfolio is a narrative document that details experiences, training, formal education, and work background. The narrative along with documentation will be turned in to the Registrar's office. Evaluation to determine if the objectives of a college class are met will be determined by the Academic Affairs office. No additional charges will be assessed.

#### **Certificate Evaluation**

In some instances, students may show a certificate of successful completion of training in order to get college credit for a class covering the same material. Certificates must be turned in to the Registrar's office, and evaluation to determine if college credit can be awarded will be determined by the Academic Affairs office. No additional charges will be assessed.

#### **AP College Entrance Examination Board (CEEB-AP)**

Advanced Placement tests (AP) are administered to high school students at the end of college-level courses that are taught in high school. To request test scores contact AP Services at <https://apscore.collegeboard.org/scores/#/> and have scores sent to the Registrar's office. The Registrar's office will determine if college credit can be awarded based on the following list which shows the AP tests approved and the minimum score required for credit:

CEEB-AP Examination	Minimum Score Accepted	Labette Course Equivalency and Credit Hours
<b>ARTS</b>		
2-D Art & Design	3	ART107: Two Dimensional Design (3 cr.)
Drawing	3	ART103: Drawing I (3 cr.)