

University Policies

Policy Name: Awarding of Credit for the College Level Examination Program (CLEP)	Effective Date: July 1, 2011
Custodian of Policy: Associate Vice President for Student Affairs and Enrollment Management	Last Review: September, 2010
	Next Review: September 1, 2018

Policy

Minnesota State University, Mankato awards academic credit if certain scores are achieved on College Level Examination Program (CLEP) tests.

Minnesota State Mankato credits are granted based on the American Council of Education's (ACE) recommended credit-granted score guidelines. Credit will be granted for computer-based general or subject exams if a score of 50 or greater is obtained (based on a CLEP 20-80 scale). Exceptions include the Level 2 foreign-language examinations, as recommended by the ACE, for which a minimum score of 63 for German language, 62 for French language and 66 for Spanish language is required.

Students who submit scores from "paper-and-pencil" test administrations that preceded the computer based CLEP examinations will have their scores evaluated using the current benchmarks as defined by the American Council of Education (ACE) on their website: <http://www.acenet.edu> (search for "CLEP")

Procedures

1. Students must request that CLEP scores be sent to the Minnesota State Mankato Office of Admissions to initiate the process of determining which credits may be granted.
2. Upon receipt of a student's CLEP score in the Registrar's Office, a University staff member evaluates the scores, utilizing course equivalency guidelines previously developed by academic departments. Once this process is complete a credit evaluation report will be mailed to the student by the Registrar's Office.
3. CLEP credits granted by other colleges/universities do not automatically translate into course credits at Minnesota State Mankato. Original examination scores must be submitted for determination of credits to be awarded.
4. Students are not eligible to take CLEP exams that cover University course work for which credit has been earned at any current or prior college/university.
5. Students will not be awarded double credit for a course if both General and Subject exams have been taken in related areas.
6. There is no limit on course credits granted based on CLEP exam scores. However a student must complete a minimum of 30 undergraduate semester credit hours from Minnesota State Mankato in order to earn a Minnesota State Mankato degree.
7. For information regarding CLEP testing sites, cost and contact information please visit <http://www.collegeboard.com/student/testing/clep/reg.html>

Rationale

The College Level Examination Program (CLEP) provides an opportunity for students to demonstrate college-level knowledge acquired through prior experience, independent study, and/or cultural pursuits. The general examinations test knowledge gained in broad areas of study. The subject examinations demonstrate specific knowledge or skills gained through job experience, outside course work and/or specialized independent reading. For information about the equivalent courses determined by Minnesota State Mankato for CLEP examinations visit <http://www.mnsu.edu/admissions/transfer/transfer/clep.html>.

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Formal Review Process	Date Submitted	Date Reviewed
MSUAASF Meet and Confer	February 17, 2011	April 14, 2011
Faculty Association Meet and Confer	February 17, 2011	April 14, 2011
Classified Meet and Confer	February 17, 2011	April 14, 2011
MSSA Meet and Confer	February 17, 2011	April 14, 2011
✓ Vice President's Recommendation		Date
✓ President's Approval		Date