

**Effective:** October 1997

## **Academic Program: Undergraduate Studies ADVANCED STANDING PROGRAMS**

**Approved:** October 1997  
**Reviewed:** June 4, 2007  
**Revised:** January 11, 2008  
Deans' Council, Faculty Senate

Advanced standing opportunities offered by the University include Advanced Placement (AP) of the College Board, the College-Level Examination Program (CLEP) of the College Board, challenging MU courses by examination, and the International Baccalaureate (IB) Program.

### **Advanced Placement Examinations (AP)**

Advanced Placement testing is a program of the College Board offered to students by their respective high schools. Credit is granted to students earning scores of three (3) or higher on the AP examinations. The number of credits awarded depends on the academic major, the AP subject area, and departmental recommendation. Students must be admitted to degree status and be currently enrolled to be eligible for AP credit award.

### **College-Level Examination Program (CLEP)**

CLEP is a program of the College Board which includes both general and subject examinations. Six (6) credits are awarded for scores of 50 or above on each of these CLEP general examinations: English Composition (with or without essay); Humanities; College Mathematics; Natural Sciences; and Social Sciences and History. Credit is not granted for CLEP General Examinations taken after 15 college credits have been earned or in discipline areas where college-level coursework has been taken, whether the course was passed or not.

Three (3) to six (6) credits are awarded to students who earn a score of 50 or above on the CLEP subject examinations. Currently enrolled MU students must obtain written permission from the department chair where the content of the subject examination is taught at MU prior to taking a subject examination.

### **Challenging Courses by Examination**

Students who feel they have already mastered the material in a Millersville course may "challenge the course by examination," taking a test of the course content instead of enrolling for the course itself. Students may challenge any course in which they have not received a grade and which has not been waived because of demonstrated

competency or advanced placement. Because of content and structure, some courses may not be challenged by examination.

Instructions, fee information, and approval forms can be obtained from the Registrar's Office. The examination is given at the convenience of the instructor. The grade earned is entered into the student's record and calculated into the GPA whether or not a passing grade is earned.

In some instances department chairpersons may approve the use of a CLEP Subject Examination to challenge a course by examination. Under these circumstances, see the above section on CLEP for more information.

### **International Baccalaureate (IB) Program**

Millersville University recognizes the value of the rigorous IB Program and considers it seriously when evaluating the credentials of admission applicants. For students entering with the IB Diploma or Certificate, credit may be awarded for a score of five or higher on examinations in higher level (HL) IB courses. Such credit is generally awarded on a course-by-course basis as recommended by the appropriate Millersville University department. The University does not give credit for standard level (SL) examinations.

Credit awarded for IB higher level examinations may be used to satisfy general education requirements, major or minor requirements, or electives in the same manner as Advanced Placement (AP). Students will not receive duplicate credit for IB examinations, AP examinations, CLEP examinations or any other college courses taken before or after enrolling at Millersville University. In the event of overlapping course content, credit will be given for only one course.

International Baccalaureate transcripts should be submitted to the Office of Admissions, Millersville University, P.O. Box 1002, Millersville, PA 17551-0302. Students can request transcripts through their high school IB coordinator within the first year after high school graduation. Thereafter, transcripts can be requested from the International Baccalaureate Program, North America, 475 Riverside Drive, 16th Floor, New York, NY 10115, (212) 696-4464. [ibna@ibo.org](mailto:ibna@ibo.org).