

# Credits

## TRANSFER OF CREDITS

CCCB accepts academic credits in accordance with the college's accreditation requirements and standard practices in higher education. Receiving institutions have academic autonomy and can determine the quality and appropriateness of credits earned from other institutions. As such, transfer of credit is not automatic though all efforts will be made to award the maximum credit allowable.

1. Final evaluation of potential transfer credit will only be made from official transcripts received directly from the sending institution.
2. The Registrar is responsible for credit evaluation decisions in consultation with the VP of Academics, the Dean of Graduate Studies, or appropriately credentialed faculty. Students may need to provide additional instructional materials/documents (course descriptions or syllabi, etc.).
3. Credits will be eligible for transfer based on the following criteria:
  - The sending institution is accredited by an organization recognized by the Council for Higher Education Administration (CHEA) or the United States Department of Education (USDE).
  - Credits were based on semester hours or their calculated equivalents.
  - Students earned a minimum grade of a "C."
  - The credits meet or are an appropriate equivalent to course requirements or degrees offered by the CCCB.
4. Course work earned from an unaccredited institution or organization will be evaluated for credit through either the Credit for Prior Learning process or an articulation agreement approved by the faculty Academic Council and the VP of Academics.
5. CCCB accepts a maximum of 75% of transfer credits toward an undergraduate degree and a maximum of 50% of transfer credits toward a masters degree. Some forms of credit may have additional limitations (see list below)
6. All forms of credit, whether earned through an institution of higher learning or through examination, will count toward the maximum number of transferable credits.

## CREDIT BY EXAM

### Advanced Placement (AP)

The college will accept AP scores of 3 or higher toward general education college credit in place of general studies courses. Each examination is worth 3 hours of college credit at CCCB. New students need to request score documentation be sent to the Admissions Office and current students should request scores be sent to the Registrar's Office.

### College Level Examination Program (CLEP)

CCCB accepts CLEP scores of 50 or higher for college credit in place of required general studies courses. Each examination is worth 3 hours of college credit at CCCB. New students need to request score documentation be sent to the Admissions Office and current students should request scores be sent to the Registrar's Office.

AP/CLEP Exam	CCCB Courses Fulfilled
Any History or Social Science exam	History Elective
Any Math exam	Math Elective
Any Science exam	Science Elective
Any Foreign Language exam	Foreign Language Elective
Any Literature exam	Literature Elective
Any Composition exam	English Composition I

## Credit for Prior Learning (CPL)

Students can petition to earn college credit from a wide variety of prior learning experiences such as those from the workplace, the military, volunteer positions, and unaccredited education. A student can earn a maximum of 49% of credits toward an undergraduate or graduate degree program through CPL at CCCB. Eligible experiences must demonstrate that they meet or exceed the learning outcomes of required courses. Submitted petitions will be evaluated by the VP of Academics and appropriately credentialed faculty and then transcribed by the Registrar.

## Transferring Credits to Other Colleges and Universities

Receiving colleges and universities may establish their own policies related to the acceptance or rejection of credits. While every effort is made to ensure that credits earned at CCCB are transferable, these are not guaranteed to meet other schools' requirements. However, the following schools have a history of accepting the college's credits either towards the completion of a degree or for admissions into a higher level degree program: Asbury Theological Seminary, Biola University, Central Methodist University, Concordia Seminary, Dallas Theological Seminary, Emporia State University, Fort Hays State University, Gordon-Conwell Theological Seminary, Grace Theological Seminary, Grand Canyon University, Harding University, Hope International University, Indiana Wesleyan University, Johnson University, Kentucky Christian University, Liberty University, Lincoln University, Midwestern Theological Seminary, Stephens College, Trinity Evangelical Divinity School, University of Edinburgh, and Wheaton College.