

CHALLENGE FOR CREDIT EXAMS

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| Responsibility of | Registrar |
| Review by | Academic Planning Committee |
| Approved by | Faculty Senate May 19, 2009 |
| Revision history | December 4, 2015; February 25, 2025 |
| Next Review | 2030 |

POLICY OVERVIEW

This policy describes the steps by which a student can earn academic credit by completing a challenge exam, thereby demonstrating an acceptable level of mastery of a course's content.

PRINCIPLES

The principles of natural justice, clarity and transparency undergird this policy.

SCOPE

This policy applies to all college students.

POLICY STATEMENT

Rationale: Offering college credit by challenge examination is in keeping with the spirit of Recognition of Prior Learning that BCS supports in conjunction with policies set forth by Saskatchewan Education and Learning. Credit by Challenge permits students to receive degree credit in specified courses without actually registering in and taking courses provided the student can demonstrate an acceptable level of mastery of the course content. Students admitted to a degree program at BCS may receive degree credit in a limited number of courses for knowledge or skill obtained in a non-university context

or by private study. It is the desire of BCS to allow for recognition of prior learning at minimal cost in time and finance to the student in conjunction with BCS standards and quality assurance of education.

1. Applications to challenge credit are made through the Academic Services office using an Application for Credit by Challenge. The Registrar will consult with the faculty member affected as to the applicability of the student's background to the course to be challenged and will make the decision as to whether a challenge exam will be offered.
2. Only full-time BCS students may apply to take a challenge exam.
3. Students who have attended another university before BCS may not apply for credit by challenge until the evaluation of transfer credits from their previous university program has been completed
4. Students should apply to write a Challenge Exam prior to the beginning of the term in which the course in question is normally offered. Students must successfully complete a Challenge Exam prior to the Add/Drop deadline of that term.
5. Challenge exams cannot be taken for any course the student has previously audited, is presently enrolled in, or in which they had previously been enrolled in past the add/drop deadline, or taken for credit and failed at Briercrest or any other institution.
6. In applying for a challenge exam based on non-credit study at another institution, the student may be required to provide an official transcript and other documentation including one or more of the following: course outlines, course descriptions and a list of textual materials.
7. A fee of one-half the regular course tuition must be paid upon approval of the request and prior to the administration of the exam.
8. Students must achieve a grade of at least 65% in order to receive credit for a course being challenged and to have the course and grade registered on their transcripts (unless a higher requirement exists in the program the course is being challenged for). Credits awarded by the challenge for credit process will be recorded on the student's transcript with the appropriate designation as recommended by the Office of the Registrar. No percentage grade will be awarded in a challenge credit and will therefore not affect a student's GPA.
9. A course may be challenged only once.
10. No more than twelve credits may be earned by any student through challenge exams. Credits earned by challenge exam are not calculated in the residency requirements at BCS. No more than 6 credits may be in Languages.
11. Departments are not required to offer Challenge examinations in all courses. Courses which have a significant practical component, such as laboratory or studio work, or courses requiring substantial writing may not be eligible for Challenge. No business administration, education, or activity-based courses are eligible for challenge. The course level, and in

- some cases the specific course, to be challenged will be determined by the relevant department.
12. Students seeking credit in a prerequisite to a course in which they intend to register must complete the Challenge examination before the start of classes in the advanced course. Students may not challenge a prerequisite course after successfully completing the advanced course.
 13. Assessment should be implemented fairly. Credit should be awarded for demonstrated knowledge comparable to the standard expected of students who successfully complete BCS courses.
 14. Support for faculty should be provided and can include:
A payment of \$100 for each challenge exam created and graded.
 15. Those students whose applications for a challenge are reviewed by the department or non-departmentalized college concerned and who are subsequently denied the opportunity to challenge, or who fail a challenge examination, may appeal the decision through the Academic Services office.

APPENDIX A

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| Related Forms/Policies | Academic Payments and Honorariums 2024; Residency Requirements Policy |
| Where is this policy published | Website |
| Contact Information | Registrar |