

**Chabot College Nursing
Course Challenge Policy
(Credit by Examination)**

Board of Registered Nursing Regulation: Every Nursing Program must have a policy permitting the student who has equivalent experience to challenge the course.
30-unit Option LVNs CCR 1429

Nursing Program Policy: Each nursing course will have a specifically developed method by which the student who can substantiate previous job-related experience can challenge the course.

Guidelines:

1. Student must have Chabot Student ID numbers.
2. Student must have attended one orientation for Generic or LVN-RN program.
3. Challenge procedures are not an option to remediate failing grades from previous nursing courses.
4. Only students who can document substantial job-related clinical experience will be permitted to challenge a course.
5. Each challenge applicant's credentials will be individually evaluated by the Nursing Faculty to determine eligibility for the challenge process. The faculty reserves the right to deny the challenge process to any applicant and to require the applicant to apply for the generic Program at the appropriate level on a space-available basis.
6. The Nursing Faculty has the sole authority to determine if the student has successfully challenged a course. An instructor of record will be assigned to the student, but the entire faculty may be involved in the ultimate determination of the student's progress.
7. An individual will only have one attempt to challenge a particular course.
8. Forms are available on line on the Chabot Website.

Pre-requisite Challenge Form

<https://www.chabotcollege.edu/counseling/docs/forms/Prerequisite%20Challenge-fillable.pdf>

Substitution Form

<https://www.chabotcollege.edu/counseling/docs/forms/Substitution%20Waiver%20-%20Fillable.pdf>

9. The challenger's request will be considered for approval by the Nursing Faculty at the next regularly scheduled Nursing Faculty meeting. The approval process may take 3-4 weeks.
10. The student will be responsible for meeting with the instructor and mutually agreeing for setting up the following:
 - a. arranging any necessary instructor conference
 - b. arranging to take the required theory / skills examinations;
 - c. coordinating with the Instructor of Record for a clinical performance examination if required;
 - d. complete all testing one week prior to beginning of semester.
11. If the student intends to challenge a course, the student will need to pass both the course examination and the appropriate benchmark assessment test.
12. All challenge work must be completed within four weeks from the date of approval and one week prior to beginning of semester.
13. The successful challenge candidate will receive a "Credit" on the transcript; no letter grade will be assigned for a challenged course. It is necessary to achieve the

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- equivalent of a grade of "C" or better to receive a "Credit." A "C" is based on a standard of 73%.
14. Once the student has successfully challenged the course, the student may apply for advanced placement in the Nursing Program on a space-available basis. All policies enumerated in the Chabot College Nursing Student Handbook apply to the challenge student on an equal basis with all other Nursing students.
 15. The student may reasonably be held accountable for every skill enumerated in the Skills Laboratory component of the course he/she is challenging.

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Chabot College Catalog 2018-2020 page 72 states:

CREDIT BY EXAMINATION Chabot College supports the general proposition that the full value of classroom learning experiences cannot be measured by any examination. Students who have achieved elsewhere an equivalent knowledge, understanding and experience to that required by regular college courses may receive units of credit based on successful completion of a comprehensive and searching course examination administered by the College. Standardized examination may be used in specified "licensure" programs and to determine the appropriate placement of students in a field of study. The student receiving credit must be registered at the College, in good academic standing and have paid all applicable fees and/or tuition. The courses for which credit is allowed must be listed in the Chabot College Catalog.

The amount of credit to be granted cannot be greater than that listed for the course in the catalog. Credit by examination is offered under the provisions of the California Administrative Code, Title 5, Comprehensive Examination Administered by the College.

1. Eligibility Any student applying for credit by examination will be expected to have had extensive experiences which have prepared the person in the subject matter and for which the individual can provide acceptable evidence of those experiences at the time of application.
2. Application and Administration A petition for completing a course through credit by examination must be approved by the appropriate instructor, division dean, and the Vice President of Academic Services. Applicable fees and/or tuition must be paid at the Admissions and Records Office. Arrangements for completing the examination and the actual administration will be made between the student and the instructor after the petition is approved. The examination itself may take any appropriate form such as written, oral, demonstration or a combination of methods.
3. Awarding of Credit Upon completion of the examination, the administering instructor will verify the course and number of units to be received and will assign an appropriate grade. Where the student does not achieve a grade of "C" or better, he or she will be expected to complete the course in the usual manner.
4. The Director of Admissions and Records, or designee, will annotate the student's transcript to indicate that the credit was granted for the course in question by examination. This credit by examination coursework may not be counted as part of the 12-unit residency requirement necessary for graduation from Chabot College.
5. Limitations Credit cannot be given for a course which is comparable to a course already credited on the student's secondary school transcript although an examination in such a course may be given to determine the level of achievement and the appropriate placement of the student in the field of study. The amount of credit which may be earned and counted toward graduation at Chabot College is limited to 10 semester units. Under certain circumstances, advanced placement credit may be awarded to a diploma graduate in nursing which may include up to 30 semester units (one year) of academic credit.

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