



Credit for Prior Learning

2026-2027

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Laurel Ridge Community College
Records Office

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This manual is accurate as of the date of publication. As new information becomes available, it will be posted to the online version available through www.laurelridge.edu.

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1.0 Introduction

Laurel Ridge Community College's commitment to lifelong learning provides students with an opportunity to advance in their program of study through the assessment of prior learning. Laurel Ridge's credit for prior learning policies and procedures align with The Southern Association of Colleges and Schools Commission on Colleges (SACSOC) principles and with Virginia Community College System (VCCS) policy 5.6.5.1. The determination of such credit must be made by qualified faculty members at the institution or according to procedures and standards approved by qualified faculty ensuring that assessment procedures are appropriate for the credit awarded.

2.0 Purpose

The Credit for Prior Learning Manual describes the current opportunities for obtaining college credit at Laurel Ridge for prior learning. Procedures are designed to respect the balance between upholding the academic standing of the college and recognizing a student's previous learning experience which applies to a chosen curriculum.

3.0 Definition of Credit for Prior Learning

The credit for prior learning program provides an opportunity to receive academic credit for learning acquired through previously earned college credentials or relevant non-college experiences which occurred prior to entering or returning to Laurel Ridge.

4.0 Assessment Process

Assessment of Credit for Prior Learning (CPL) is the process by which Laurel Ridge evaluates the *college-level knowledge and skills* an individual has gained in a traditional classroom setting at other institutions or outside of a traditional classroom setting. Prior learning assessment at Laurel Ridge is intended to encourage degree completion.

Laurel Ridge utilizes multiple methods to assess prior learning, including standardized exams (e.g., Advanced Placement (AP), International Baccalaureate (IB) and the College Level Examination Program (CLEP)), and evaluation of non-collegiate instruction. Credit earned through prior learning assessment may help some students *progress more quickly* toward a college degree or credential, saving both time and tuition money.

Please note that credit awarded through CPL is applicable only to Laurel Ridge's curriculum requirements. Students are advised that credits awarded through AP examinations, IB, articulation, CLEP examinations, credit-by-examination, or other means of prior learning may not be accepted by other post-secondary institutions. Students are advised to work closely with their advisor and refer to the transfer requirements established by specific institutions.

5.0 Criteria Governing Credit for Prior Learning

The following applies to students seeking credit for prior learning:

To be eligible for credit for prior learning, students must be currently enrolled in a program plan (declare a program of study) at the college.

Students must have completed at least one course at Laurel Ridge before an official transcript reflecting transfer credit will be issued.

College policy or standard business practices of awarding credit are subject to change as course outcomes change, as qualified faculty/Academic Deans at Laurel Ridge Community College deem necessary, and to comply with VCCS transfer credit initiatives and/or goals.

Credit for Prior Learning may not transfer to a 2-year college, 4-year college, or university. CPL credit is awarded to satisfy Laurel Ridge credit only as specified in appropriate programs.

All industry certifications and Laurel Ridge course equivalents are subject to change due to changes in current technology, industry certifications, Laurel Ridge courses and related curricula.

To graduate from Laurel Ridge, a student must complete a minimum of 25% of the total credits required for the degree or certificate at Laurel Ridge. Credit for prior learning shall not be applied towards the 25% residency requirement.

Transfer credit may be allowed for certain courses which do not correspond directly to Laurel Ridge courses. The division dean responsible for the student's curriculum will determine if and how the elective(s) may be used in the curriculum.

Credit for prior learning shall be awarded to the extent possible for courses listed in the current [Laurel Ridge Community College Catalog](#) and the [Laurel Ridge Community College Student Handbook](#). Credit may be awarded for courses listed in the [Virginia Community College System Master Course Guide](#).

No credit shall be awarded that duplicates earned course credit at the College, at other institutions, or other credit awarded through credit for prior learning.

The College reserves the right to place time limits or **credit limits** on prior learning experiences for which credit may be granted in the best interest of the student and in line with institutional policy/procedure or standard business practices.

- Transfer credit for Information Technology, Computer Science, and Cybersecurity courses completed more than five (5) years ago is generally not accepted due to the rapid pace of technological change in these fields. Exceptions may be considered at the discretion of the Dean of Professional Programs, based on a review of course content, its continued relevance, and evidence of the student's current proficiency in the subject area. Requests for exceptions should be emailed to professionalprograms@laurelridge.edu.
- Laurel Ridge awards credit to those who have successfully completed ITE 115 or ITE 119 course equivalencies within five (5) years of requesting transfer course credit.

The College reserves the right to take the time it needs to evaluate whether credit should be awarded for a specific course not explicitly mentioned in the *Credit for Prior Learning Guide*.

Students are responsible for providing the College with appropriate official documentation of prior learning experiences and making the request for evaluation through the Records Office. Students are urged to meet with an advisor to determine specific course requirements.

All awarded credits for prior learning will be acknowledged and recorded on the student's permanent record with the transfer agency or other source of credit identified. No unsuccessful examination results will be recorded on the student's permanent record.

No grades, grade point average, or other indications of academic standing shall be associated with credit for prior learning entries on the official transcript.

6.0 Transfer of Credit from Other Postsecondary Institutions

Laurel Ridge Community College accepts transfer credit for college-level courses completed at an accredited college or university with a grade of "C" or higher, provided the courses are consistent with the course requirements of the curriculum in which the student enrolls at Laurel Ridge. Transcripts are required to come directly to the Records Office from the college/university or an official third-party organization such as Parchment or Credential Solutions. We will also accept a paper transcript from the student if the transcript is still in an unopened sealed envelope that the student received directly from the college/university.

Credit may be transferred only from colleges and universities that are accredited by one of the seven regional accreditation associations, such as the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)

[Accrediting Commission for Community and Junior Colleges \(ACCJC\)](#) [Western Association of Schools and Colleges](#)

[Higher Learning Commission \(HLC\)](#)

[Middle States Commission on Higher Education \(MSCHE\)](#)

[New England Commission of Higher Education \(NECHE\)](#)

[Northwest Commission on Colleges and Universities \(NWCCU\)](#)

[Southern Association of Colleges and Schools Commission on Colleges \(SACSCOC\)](#)

[WASC Senior College and University Commission \(WSCUC\)](#)

Credits earned at other postsecondary institutions are reviewed and evaluated on a case-by-case basis. Transfer credit may be awarded for coursework completed at international colleges and universities that are accredited or approved by the appropriate Ministry of Education or other governmental agencies. Students must have international transcripts translated and evaluated by a professional organization or agency that is a member of the [National Association of Credential Evaluators](#). Fees for the evaluation are the responsibility of the student. Additional information regarding the process is available on the Laurel Ridge website at

<https://laurelridge.edu/international-students/>. Transfer credit must be similar in content, credit,

and learning outcomes to the counterpart courses at Laurel Ridge. Only courses with a grade of C or better are considered for transfer credit. Transfer credit does not guarantee curricular substitution of specific course requirements.

Virginia Community College System (VCCS): Students may submit a [VCCS TRANSCRIPT EVALUATION](#) form to request evaluation for possible transfer credits from other VCCS colleges. Because Laurel Ridge has access to view students' VCCS courses, official transcripts from other VCCS colleges are not required.

7.0 Credit-by-Examination

Credit may be awarded for the successful completion of nationally recognized exams, such as Advanced Placement (AP), College Level Examination Program (CLEP), Defense Subject Standardized Tests (DSST, formerly known as DANTES), and International Baccalaureate (IB). Credit may also be awarded for institutionally developed challenge exams as well as through the Competency-Based Education credit for prior learning framework.

7.1 *Advanced Placement (AP)*

Advanced Placement examinations are exams offered by the CollegeBoard and are taken by high school students. The tests are the culmination of year-long Advanced Placement courses. Laurel Ridge awards credit for completion of selected AP examinations on which a score of three (3) or higher is achieved. Students must submit a copy of their score report printed from the [College Board website](#) or have it sent directly from the College Board. Credits awarded by Laurel Ridge may or may not be accepted at other institutions. Students are encouraged to contact the college or university to which transfer is anticipated to determine the institution's policy regarding AP course credit.

Laurel Ridge accepts AP credit based upon the scores noted in the chart below:

AP Exam Course Equivalents

AP Examination	Required Score	Laurel Ridge Equivalent Course(s)	Credits Granted
Art and Design: 2-D	3	ART 131	3
Art and Design: 3-D	3	ART 132	3
Art: Drawing	3	ART 121	3
Art: History	3	ART 101 and ART 102	6
Biology	3	BIO 101	4
	4	BIO 101 and BIO 102	8
Calculus AB	3	MTH 263	4
Calculus BC	3	MTH 263 and MTH 264	8
Chemistry	3	CHM 111	4

	4	CHM 111 and CHM 112	8
Chinese Language and Culture	3	CHI 201	4
	4	CHI 202	4
Comparative Government & Politics:	3	PLS 140	3
Computer Science A	3	CSC 221	3
Computer Science Principles	3	CSC 110	3
English Language & Comp	3	ENG 111	3
	4	ENG 111 and ENG 112	6
English Literature & Comp	3	ENG 225	3
Environmental Science	3	ENV 121	4
European History	3	HIS 102	3
French Language and Culture	3	FRE 201	3
	4	FRE 202	3
German Language & Culture	3	GER 201	3
	4	GER 202	3
Government & Politics: United States	3	PLS 135	3
Human Geography (Test taken 2001 or later)	3	GEO 210	3
Italian Language and Culture	3	ITA 201	3
	4	ITA 202	3
Japanese Language and Culture	3	JPN 201	4
	4	JPN 202	4
Latin	3	LAT 201	3
	4	LAT 202	3
Macroeconomics	3	ECO 201	3
Microeconomics	3	ECO 202	3
Music Theory	3	MUS 111	4
Physics 1	3	PHY 201	4
Physics 2	3	PHY 202	4
Physics C: Electricity & Magnetism	3	PHY 202	4
Physics C: Mechanical	3	PHY 201	4

Precalculus	3	MTH 162	3
Psychology	3	PSY 200	3
Spanish Language and Culture	3	SPA 201	3
	4	SPA 202	3
Spanish Literature and Culture	3	SPA 225	3
Statistics	3	MTH 245	3
U.S. History	3	HIS 121 and HIS 122	6
World History: Modern (Test taken prior to 2021)	3	HIS 111 and HIS 112	6
World History: Modern (Test taken 2021 or later)	3	HIS 112	3

7.2 *International Baccalaureate (IB) Course Equivalents*

IB examinations generally follow the successful completion of IB courses in high schools where these courses are taught. Students must submit a copy of their score report sent directly from [IB](#). Credits awarded by Laurel Ridge may or may not be accepted at other institutions. Students are encouraged to contact the college or university to which transfer is anticipated to determine the institution's policy regarding IB course credit.

Laurel Ridge accepts IB credit based upon the scores noted in the chart below:

IB Exam Course Equivalents

Business and Hospitality

IB Exam	Required Score	Laurel Ridge Equivalent Course(s)	Credits Granted
Business Management (Higher Level)	4 or higher	BUS 100	3

Language

IB Exam	Required Score	Laurel Ridge Equivalent Course(s)	Credits Granted
Arabic Language B (Higher Level)	4	ARA 101 , ARA 102 , and ARA 201	12
	5 or higher	ARA 101 , ARA 102 , ARA 201 , and ARA 202	16
	4	CHI 201	4

Chinese Language B: Mandarin or Cantonese (Higher Level)	5 or higher	CHI 201 and CHI 202	8
English Language A: Literature (Higher Level)	4-5	ENG 111	3
	6-7	ENG 111 , ENG 112	6
English Language A: Language and Literature (Higher Level)	4-5	ENG 111	3
	6-7	ENG 111 , ENG 112	6
English Language B (Higher Level)	4-7	ENG 111	3
French Language B (Higher Level)	4	FRE 101 and FRE 102	8
	5	FRE 101 , FRE 102 , and FRE 201	11
	6 or higher	FRE 101 , FRE 102 , FRE 201 , and FRE 202	14
German Language B (Higher Level)	4	GER 101 and GER 102	8
	5	GER 101 , GER 102 , and GER 201	11
	6-7	GER 101 , GER 102 , GER 201 , and GER 202	14
Classical Languages: Latin (Higher Level)	4	LAT 201	3
	5 or higher	LAT 201 , LAT 202	6
Russian Language B (Higher Level)	4	RUS 201	4
	5 or higher	RUS 201 and RUS 202	8
Spanish Language B (Higher Level)	4	SPA 101 and SPA 102	8
	5	SPA 101 , SPA 102 , and SPA 201	11
	6-7	SPA 101 , SPA 102 , SPA 201 , and SPA 202	14

Mathematics and Computer Science

IB Exam	Required Score	Laurel Ridge Equivalent Course(s)	Credits Granted
Computer Science (Standard Level)	5 or higher	CSC 222	4
Computer Science (Higher Level)	4 or higher	CSC 222	4
Math Analysis and Approaches (Higher Level)	4	MTH 167	5
	5 or higher	MTH 263	4

Math Analysis and Approaches (Standard Level)	5 or higher	MTH 261	3
Mathematical Studies (Standard Level)	5 or higher	MTH 154	3
Mathematics (Standard Level)	5 or higher	MTH 154 or MTH 161	3
Further Mathematics (Higher Level)	5 or 6	MTH 263	4
	7 or higher	MTH 245 and MTH 263	7
Mathematics (Higher Level)	5 or 6	MTH 263	4
	7 or higher	MTH 263 and MTH 264	8

Physical and Life Science

IB Exam	Required Score	Laurel Ridge Equivalent Course(s)	Credits Granted
Biology (Standard Level)	5 or 6	BIO 101	4
	7	BIO 101 and BIO 102	8
Biology (Higher Level)	4 or 5	BIO 101	4
	6 or 7	BIO 101 and BIO 102	8
Chemistry (Standard Level)	5 or higher	CHM 111	4
Chemistry (Higher Level)	4 or 5	CHM 111	4
	6 or higher	CHM 111 and CHM 112	8
Environmental Systems and Societies (Standard Level)	5 or higher	ENV 121	4
Physics (Standard Level)	5 or higher	PHY 201	4
Physics (Higher Level)	4	PHY 201	4
	5 or higher	PHY 201 and PHY 202	8

Liberal Arts

IB Exam	Required Score	Laurel Ridge Equivalent Course(s)	Credits Granted
Art History (Standard Level)	5 or higher	ART 101	3
Philosophy (Standard Level)	5 or higher	PHI 100	3
Philosophy (Higher Level)	4 or higher	PHI 100	3

Social Science

IB Exam	Required Score	Laurel Ridge Equivalent Course(s)	Credits Granted
Economics (Standard Level)	5 or higher	ECO 201	3
Economics (Higher Level)	4 or higher	ECO 201 and ECO 202	6
Geography (Standard Level)	5 or higher	GEO 210	3
Geography (Higher Level)	4 or higher	GEO 220	3
History (Standard Level)	5	HIS 111	3
	6 or higher	HIS 111 and HIS 112	6
History in English (Higher Level)	4	HIS 101	3
	5 or higher	HIS 101 and HIS 102	6
History of the Americas (Higher Level)	4	HIS 121	3
	5 or higher	HIS 121 and HIS 122	6
History of Africa and The Middle East (Higher Level)	4	HIS 111	3
	5 or higher	HIS 111 and HIS 112	6
History of Asia and Oceania (Higher Level)	4	HIS 111	3
	5 or higher	HIS 111 and HIS 112	6
History of Europe (Higher Level)	4	HIS 111	3
	5 or higher	HIS 111 and HIS 112	6
Psychology (Standard Level)	5 or higher	PSY 200	3
Psychology (Higher Level)	4 or higher	PSY 200	3

Visual, Performing, and Media Arts

IB Exam	Required Score	Laurel Ridge Equivalent Course(s)	Credits Granted
Visual Arts (Standard Level)	5 or higher	ART 131	3
Visual Arts (Higher Level)	4 or higher	ART 131	3
Art (Higher Level)	4	ART 131	3
	5 or higher	ART 131 and ART 132	6
Film (Higher Level)	4 or higher	CST 151	3
Music (Standard Level)	5 or higher	MUS 111	4
Music (Higher Level)	4	MUS 111	4

	5 or higher	MUS 111 and MUS 112	8
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7.3 *College Level Examination Program (CLEP)*

CLEP exams cover college level course material in a variety of different subjects. Laurel Ridge provides CLEP testing services and recognizes most CLEP general and subject examinations. Students should also consult colleges and universities where they plan to transfer. The College testing center is an open CLEP center, providing test administration to Laurel Ridge and other students. Please refer to the [Laurel Ridge Testing Center](#) for the latest information regarding information on CLEP registration processes, fees, and schedule.

CLEP Exam Course Equivalents

Composition & Literature

CLEP Examination	Required Score	Laurel Ridge Equivalent Course(s)	Credits Granted
American Literature	50	ENG 246	3
College Composition	50	ENG 111	3
Analyzing & Interpreting Literature	50	ENG 225	3
*English Composition (with essay) Without essay: No credit awarded Modular Version: No credit awarded	50	ENG 111	3
English Literature	50	ENG 245	3
*Freshman College Composition	50	ENG 111	3
Humanities	50	HUM 201 and HUM 202	6

*Test titles are no longer available. Test scores prior to July 1, 2010 will receive credit.

History & Social Sciences

CLEP Examination	Required Score	Laurel Ridge Equivalent Course(s)	Credits Granted
American Government	50	PLS 135	3
History of the US I	50	HIS 121	3
History of the US II	50	HIS 122	3
Human Growth & Development	50	PSY 230	3
Introduction to Educational Psychology	50	PSY 245	3
Introductory Psychology	50	PSY 200	3
Introductory Sociology	50	SOC 200	3
Principle of Macroeconomics	50	ECO 201	3

Principle of Microeconomics	50	ECO 202	3
Western Civilization I	50	HIS 101	3
Western Civilization II	50	HIS 102	3

Science & Mathematics

CLEP Examination	Required Score	Laurel Ridge Equivalent Course(s)	Credits Granted
Biology	50	BIO 101 and BIO 102	8
Calculus	50	MTH 261 and MTH 262	6
Chemistry	50	CHM 111 and CHM 112	8
Pre-Calculus	50	MTH 161 and MTH 162	6

World Languages

CLEP Examination	Required Score	Laurel Ridge Equivalent Course(s)	Credits Granted
French Language, Level 1	50	FRE 101 and FRE 102	8
French Language, Level 2	59	FRE 101 , FRE 102 , FRE 201 and FRE 202	14
German Language, Level 1	50	GER 101 and GER 102	8
German Language, Level 2	60	GER 101 , GER 102 , GER 201 and GER 202	14
Spanish Language, Level 1	50	SPA 101 and SPA 102	8
Spanish Language, Level 2	63	SPA 101 , SPA 102 , SPA 201 and SPA 202	14

7.4 IC3® - Computer Competency Certification Exam

Many Laurel Ridge degrees require students to demonstrate information literacy. Students may take ITE 152 in computer literacy and competency. Students may demonstrate proficiency in core computer competencies by passing each of the three sections of the IC³- Internet and Computing Core Certification (Computer Competency Certification Exam). The three sections cover topics in Computing Fundamentals, Key Applications, and Living Online. Each section must receive a passing score to achieve the Laurel Ridge computer literacy requirement. Students may send a copy of their IC3 score report to records@laurelridge.edu. Please note that scores must be within the last 5 years.

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
IC ³ - Internet and Computing Core Certification	ITE 152	Introduction to Digital and Information Literacy & Computer Applications	3

Credits awarded by Laurel Ridge for performance on the Computer Competency Exam may or may not be accepted at other institutions. Please contact the Middletown or Fauquier Campus testing centers for more information on the IC3 Exam. Students who are unsure whether to take the IC3 exam or take the computer course recommended by their course of study should refer to their faculty advisor for program specific guidance.

7.5 *Defense Subject Standardized Test (DSST, formerly known as DANTES)*

DSST (formerly DANTES Subject Standardized Tests) are credit-by-examination tests originated by the United States Department of Defense's Defense Activity for Non-Traditional Education Support (DANTES) program. The College recognizes some DSST's (DANTES). College policy is reviewed periodically; therefore, students should obtain current information from advisors and faculty. Students should also consult colleges and universities where they plan to transfer. Students may refer to the following link for information on testing centers, registration processes, fees, and schedules. <http://getcollegecredit.com>.

DSST Exam Course Equivalents

DSST Examination	Required Score 2003	Required Score after 2008	Laurel Ridge Equivalent Course(s)	Credits Granted
Art of the Western World	48	400	ART EEE	3
Astronomy	N/A	400	NAS EEE	3
Business Ethics and Society	N/A	400	BUS EEE	3
Business Mathematics	48	400	BUS 125	3
Civil War and Reconstruction	47	400	HIS 277	3
Computing and Information Technology	45	400	ITE 152	3
Criminal Justice	49	400	ADJ 100	3
Environment and Humanity: The Race to Save the Planet	46	400	HLT EEE	3
Ethics in America *	46	400	PHI 220	3
Foundations of Education	46	400	EDU EEE	3
Fundamentals of Counseling	45	400	HMS EEE	3
General Anthropology	47	400	SOC 211	2

Health and Human Development	48	400	HLT EEE	3
History of the Soviet Union	45	400	HIS EEE	3
History of the Vietnam War, A	44	400	HIS 277	3
Human / Cultural Geography	48	400	GEO 210	3
Human Resources Management	46	400	BUS 205	3
Introduction to Business	46	400	BUS 100	3
Introduction to Law Enforcement	45	400	ADJ 110	3
Introduction to World Religions	48	400	REL 230	3
Lifespan Developmental Psychology	46	400	PSY 230	3
Management Information Systems	46	400	ITE 120	3
Money and Banking	48	400	ECO EEE	3
Organizational Behavior	48	400	BUS 201	3
Personal Finance	46	400	FIN 107	3
Principles of Finance	46	400	FIN EEE	3
Principles of Physical Science I	47	400	PHY EEE	3
Principles of Public Speaking **	47	400	CST 100	3
Principles of Statistics	48	400	MTH 245	3
Principles of Supervision	46	400	BUS 111	3
Substance Abuse (formerly Drug & Alcohol Abuse)	49	400	HMS 251	3
Technical Writing *	46	400	ENG 115	3

* Consists of an optional essay portion. Students should check with their prospective college or university to distinguish if this is required. Prometric will not score.

** In addition to a minimum score of 47 on the multiple-choice test, an examinee must also receive a passing grade on the speech.

7.6 New York University (NYU) Foreign Language Proficiency Exams

Laurel Ridge awards credit for students who have completed NYU's Foreign Language Proficiency Exams. This option is intended for students who were educated in a language other than English and who wish to earn college credit for their native language. Laurel Ridge will accept the 12-Point exam for World Language 201 and 202. Scoring for this test can take up to eight weeks and the scores are valid for three years. Credit is awarded based on the American Council on the Teaching of Foreign Languages (ACTFL) ratings. Students take a 12-point exam that tests listening, reading, and writing skills. Students are given two hours to complete the entire 12-point exam.

A score of at least 7-9 points (Intermediate-Mid) for a 201-level course.

- A score of 10-12 points (Intermediate-High) may receive credits for levels 201 and 202.

- If credit is earned for a 201 and/or a 202 level in a language, 101 and 102 level courses will be waived. The student should enroll in General Education courses to meet the minimum credit requirement for the degree.
- A successful score on any language exam for a language course not taught at Laurel Ridge will receive up to six Humanities elective credits based on the score.
 - HUM elective credits may be substituted for language credit requirements in the A.A. in Liberal Arts degrees.

More information on exam offerings can be found at [NYU's website](#). Laurel Ridge accepts NYU credit based on the scores noted in the chart below:

NYT Exam Course Equivalent

NYU Examination	Required Score	Laurel Ridge Equivalent Course(s)	Credits Granted
Any language listed in the Laurel Ridge catalog	7 - 9	201 level courses only	3
	10 - 12	201 and 202 level courses	6
Any language <u>not</u> listed in the Laurel Ridge catalog	7 - 9	HUM EEE (Elective)	3
	10 - 12	HUM EEE (Elective)	6

8.0 SDV Waiver for Students with a Previous Degree

Students who have graduated with an associate, baccalaureate, or higher degree from an accredited United States institution of higher education are considered to have fulfilled Laurel Ridge Community College's SDV requirement.

Please note, a course waiver does not change the total number of credits required for degree completion. Students should consult with their advisor to determine what course should be completed in lieu of SDV 100.

9.0 Military Training

Laurel Ridge has been recognized since 2012 as a Military Friendly® School and is proud to offer assistance to military students and veterans from all military branches. Please visit Laurel Ridge's [Military and Veterans Services](#) page for more information.

Virginia's Community Colleges are proud to offer military students and veterans the Credits2Careers (C2C) portal that allows students to upload their Joint Services Transcript or Air Force Progress Report to assess what credits may be awarded. The Credits2Careers (C2C) Veterans Portal is a personalized virtual counseling tool that will allow military-connected users to instantly get an estimate of potential credits from your military education, experience, and training. The estimate serves as a recommendation of the possible courses one can earn credit for. The Laurel Ridge Records Office will perform a separate evaluation after all the required documents are provided to determine the student's actual course credit. Access the Credits2Careers Veterans portal at: <https://www.credits2careers.org>.

Joint Services Transcript (JST): Credit may be awarded for military experience and training in the Army, Navy, Marines, or Coast Guard if the credit is recommended by the ACE *Guide to the Evaluation of Educational Experiences in the Armed Services*, found online at the [ACE Military Guide](#). To receive credit, students must log into the [Joint Services Transcript](#) site to request an official Joint Services Transcript (JST) be submitted to Laurel Ridge Community College. Transcripts will automatically be sent electronically to Laurel Ridge and will be evaluated by the Records Office.

Community College of the Air Force (CCAF) Transcript: For military service in the Air Force, Laurel Ridge evaluates the student’s Community College of the Air Force (CCAF) transcript in the same way as transfer credits are evaluated from other colleges and universities. Students may request their CCAF transcript at the [Community College of the Air Force](#) website.

10.0 Credit through Certifications or Licensure

To request transfer credits for a certification or licensure listed below, students should send a copy of the certificate or license to records@laurelridge.edu. Students should include their student ID number in the email.

To request transfer credits for a certification not listed below, students may submit a [REQUEST FOR CREDIT BY LICENSURE / CERTIFICATION](#) form to records@laurelridge.edu.

10.1 CompTIA Certifications and other Technology Certifications

Laurel Ridge awards transfer credit to those who have successfully completed the following exams within two (2) years of receiving course credit equivalent. Credit for prior learning may not be awarded for the Cybersecurity A.A.S. Degree or the Cybersecurity Specialist CSC due to ABET and CAE-CD requirements. Contact professionalprograms@laurelridge.edu for more information.

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
CompTIA Network+	ITN 100	Introduction to Telecommunications	3
CompTIA A+ Certification Core 2	ITN 106	Microcomputer Operating Systems	3
CompTIA A+ Certification Core 1	ITN 107	Personal Computer Hardware and Troubleshooting	3
CompTIA Security+	ITN 260	Network Security Basics	3
Comp TIA Linux+	ITN 270	Advanced Linux Network Administration	3
Amazon.com Web Services (AWS) Certified Cloud Practitioner	ITN 257	Cloud Computing: Infrastructure and Services	3

Oracle Java SE Certification	ITP 120	JAVA Programming, I	4
Microsoft Technology Associate - Programming Using Java	ITP 120	JAVA Programming, I	4
Certified Internet Web Professionals CIW Database Design Specialist	ITD 130	Database Fundamentals	3
Esri ArcGIS Pro Foundation	GIS 101	Introduction to Geospatial Technology I	3
	GIS 102	Introduction to Geospatial Technology II	3
Certified Entry-Level Data Analyst with Python (PCED)	ITD 145	Applied Data Science Techniques	3
Certified Associate Data Analyst with Python (PCAD)	ITD 145	Applied Data Science Techniques	3
CIW Multimedia Specialist	ITD 105	Graphic Design for Immersive Interfaces	3
Unity Certified User: VR Developer	ITD 205	Applications of Immersive Technology	3
Unity Certified Associate: Game Developer	ITP 160	Introduction to Game Design & Development	3

10.2 Council for Professional Recognition Certifications

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
Council for Professional Recognition: Infant Toddler	CHD 166 or EDU 235	Infant and Toddler Programs	3
Council for Professional Recognition: Preschool	CHD 120 or EDU 235	Introduction to Early Childhood Education	3
Council for Professional Recognition: Preschool Renewal	CHD 120 or EDU 235	Introduction to Early Childhood Education	3

10.3 Virginia Department of Social Services

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
Virginia Department of Social Services: Infant/Toddler Endorsement	CHD 166	Infant and Toddler Programs	3
Virginia Department of Social Services: Preschool Endorsement	CHD 120	Introduction to Early Childhood Education	3
Virginia Department of Social Services: Early Childhood Endorsement I - Creativity Series (ECEI)	CHD 145	Teaching Art, Music & Movement to Children	3
Virginia Department of Social Services: Early Childhood Endorsement II - Health, Safety, Nutrition Series (ECEII)	EDU 235	Health, Safety and Nutrition Education	3

10.4 Virginia Department of Criminal Justice Services

Students in the AAS Criminal Justice program are eligible for credit for prior learning credit if they have successfully completed Law Enforcement Officer training at an approved [Virginia Department of Criminal Justice Services](#) law enforcement training academy and hold a current Virginia DCJS Law Enforcement Certification.

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
Virginia Department of Criminal Justice Services Law Enforcement Officer Certification	ADJ 110	Intro to Law Enforcement	3
	ADJ 115	Patrol Procedures	3
	ADJ 133	Ethics and the CJ Professional	3
	ADJ 134	Collection and Preservation of Physical Evidence	3
	ADJ 211	Criminal Law, Evidence and Procedures I	3
	ADJ 212	Criminal Law, Evidence and Procedures II	3

	ADJ 236	Principles of Criminal Investigation	3
	ADJ 198	Seminar and Project	1

10.5 *Pearson VUE Certifications*

Laurel Ridge awards transfer credit to those who have successfully completed the following exams within five (5) years of receiving course credit equivalent:

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
Pearson VUE Certified Wireless Network Professional (CWNP)	ITN 124	Wireless Network Administration	3

10.6 *American Academy of Professional Coders (AAPC)*

Students who provide documentation of certification(s) will be awarded transfer credits.

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
American Academy of Professional Coders: Certified Outpatient Coder (COC)	HIM 250	Health Data Classification Systems I	4
	HIM 255	Health Data Classification Systems II: CPT	2
American Academy of Professional Coders: Certified Inpatient Coder (CIC)	HIM 250	Health Data Classification Systems I	4
	HIM 255	Health Data Classification Systems II: CPT	2
American Academy of Professional Coders: Certified Professional Coder (CPC)	HIM 255	Health Data Classification Systems II: CPT	2
American Academy of Professional Coders: Certified Professional Biller (CPB)	HIM 143	Managing Electronic Billing in a Medical Practice	3

10.7 *American Health Information Management Association (AHIMA)*

Students who possess a current CCS or CCA Certification and provide documentation of either/both certification(s) will be awarded credit for HIM 250 and HIM 255. The CCS

certification must have been attained with use of ICD-10-CM/PCS or through re-credentialing. If CCS was attained using ICD-10-CM and professional development courses for ICD-10-CM/PCS, then a challenge exam with a score of 85% or higher will be required.

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
AHIMA Certified Coding Specialist (CCS)	HIM 250	Health Data Classification Systems I	4
	HIM 255	Health Data Classification Systems II: CPT	2
AHIMA Certified Coding Associate (CCA)	HIM 250	Health Data Classification Systems I	4
	HIM 255	Health Data Classification Systems II: CPT	2

10.5 Certified Pharmacy Technician

Students who possess a current (within the last three years) pharmacy technical certification will receive transfer credit.

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
National HealthCareer Association (NHA): Pharmacy Technician Certification (CPhT)	HIM 260	Pharmacology for Health Information Technology	2
Pharmacy Technician Certification Board (PTCB): Pharmacy Technician Certification (CPhT)	HIM 260	Pharmacology for Health Information Technology	2

10.9 Nurse Aide Certifications

Students who meet one of the following criteria will receive credit upon providing the required documentation:

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
Current Virginia Board of Nursing: Nurse Aide certification	NUR 27	Nurse Aide Program	5

Successful completion of a Virginia Board of Nursing approved nurse aide educational program within the past 2 years	NUR 27	Nurse Aide Program	5
Successful completion of a DMAS approved PCA training program within the past 2 years	NUR 27	Nurse Aide Program	5
CNAs currently licensed in Virginia, who are admitted to Laurel Ridge's Career Studies Certificate in Patient Care Technician	NUR 27	Nurse Aide Program	5

10.10 Healthcare Provider Level CPR Certification

Students may receive [HLT 105](#) credit for current Healthcare Provider level CPR certification, such as the American Red Cross or the American Heart Association Basic Life Support for Healthcare Providers certification. Heartsaver, layperson, or Hands-only CPR certifications will not be accepted. To be considered, certification training must include an instructor-led classroom skill session. (CPR certifications earned online without in-person demonstrated skill proficiency by a certified instructor is not acceptable for transfer credit.) Students must present their signed, current certification card to the Records Office at their primary campus.

10.11 Licensed Practical Nurse (LPN)

LPNs licensed to practice in the Commonwealth of Virginia admitted to the Laurel Ridge Associate of Applied Science (AAS) in Nursing Advanced Placement Option for LPNs who successfully complete NSG 115: Healthcare Concepts for Transition (5 cr.) with a grade of "C" or better, will receive 11 transfer credits and 125 clinical hours, as well as 5 required credits through substitution. NSG 115 is designed to transition the LPN to the AAS nursing program and bridge into the second year of the program.

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
Current Virginia Board of Nursing: Licensed Practical Nurse	NSG 106	Competencies for Nursing Practice	2
	NSG 152	Health Care Participant	3
	NSG 170	Health/Illness Concepts	6
	Substitute the following for NSG 115:		
	NSG 100	Introduction to Nursing Concepts	4
	NSG 130	Professional Nursing Concepts	1

10.12 Medication Aide Certification

Students who meet one of the following criteria will receive transfer credit upon providing the required documentation:

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
Current Virginia Board of Nursing: Medication Aide Certification	HCT 115	Medication Administration Training	3
Completion of the Laurel Ridge Workforce Solutions Medication Aide program	HCT 115	Medication Administration Training	3

10.13 Emergency Medical Technician (EMT)

Students must submit a copy of their current Healthcare provider CPR card and a current VA certification and/or a national registry EMT (NREMT) certification card with their EMS application. Students admitted to an EMS program will be awarded credit as outlined below.

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
EMT Certification	EMS 111	Emergency Medical Technician	7
	EMS 120	Emergency Medical Technician - Clinical	1

10.14 Advanced EMT Certification:

Students must submit a copy of their current Healthcare provider CPR card and a current VA certification and/or a national registry EMT - AEMT (NREMT – AEMT) certification card with their EMS application. Students admitted to an EMS program will be awarded credit as outlined below.

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
Advanced EMT Certification	EMS 111	Emergency Medical Technician	7
	EMS 120	Emergency Medical Technician - Clinical	1

	EMS 180	Advanced EMS Foundations	1
	EMS 181	Advanced Airway and Shock Management	1
	EMS 182	Advanced Airway and Shock Management Lab	1
	EMS 183	Advanced Medical Care	2
	EMS 184	Advanced Medical Care Lab	1
	EMS 185	Advanced Trauma Care	2
	EMS 186	Advanced Trauma Care Lab	1
	EMS 170	ALS Internship	1

10.15 EMT - Paramedic Certification:

Students must submit a copy of their current Healthcare provider CPR card and current VA certification and/or a national registry EMT - Paramedic (NREMT – Paramedic) certification card with their EMS application. Students admitted to the EMS program will be awarded credit as outlined below.

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
EMT Paramedic Certification	EMS 111	Emergency Medical Technician	7
	EMS 120	Emergency Medical Technician - Clinical	1
	EMS 180	Advanced EMS Foundations	1
	EMS 181	Advanced Airway and Shock Management	1
	EMS 182	Advanced Airway and Shock Management Lab	1
	EMS 183	Advanced Medical Care	2
	EMS 184	Advanced Medical Care Lab	1

	EMS 185	Advanced Trauma Care	2
	EMS 186	Advanced Trauma Care Lab	1
	EMS 170	ALS Internship	1
	EMS 123	EMS Clinical Preparation	1
	EMS 221	Paramedic Cardiovascular Care	3
	EMS 222	Paramedic Cardiovascular Care Lab	1
	EMS 223	Paramedic Patient Care I	3
	EMS 224	Paramedic Patient Care I Lab	1
	EMS 241	Paramedic Internship I	2
	EMS 225	Paramedic Patient Care II	5
	EMS 226	Paramedic Patient Care II Lab	2
	EMS 246	Paramedic Internship II	2
	EMS 210	EMS Operations	1
	EMS 212	Leadership and Professional Development	1
	EMS 216	Paramedic Review	1
	EMS 249	Paramedic Capstone Experience	2

CPL for other EMS certifications (i.e. Intermediate, military, etc.) will be reviewed on a case-by-case basis.

10.16 National Association of Emergency Medical Technicians (NAEMT) Certifications

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
NAEMT PHTLS or ITLS – Instructor or Provider	EMS 163	Prehospital Trauma Life Support	1
NAEMT AMLS Instructor or Provider	EMS 164	Advanced Medical Life Support	1
NAEMT EPC Instructor or Provider	EMS 167	Emergency Pediatric Care	1

AHA ACLS Provider or Instructor	EMS 165	Advanced Cardiac Life Support	1
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10.17 National HealthCareer Association

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
National HealthCareer Association (NHA): Certified Phlebotomy Technician (CPT)	MDL 105	Phlebotomy	3
National HealthCareer Association (NHA): Certified Medical Administrative Assistant (CMAA)	HIM 130	Healthcare Information Systems	3

10.18 Virginia Department of Criminal Justice Services Law Enforcement Certification

Students in the AAS Criminal Justice program are eligible for credit for prior learning credit if they have successfully completed Law Enforcement Officer training at an approved Virginia Department of Criminal Justice Services law enforcement training academy and hold a current Virginia DCJS Law Enforcement Certification.

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
Virginia Department of Criminal Justice Services Law Enforcement Officer Certification	ADJ 110	Intro to Law Enforcement	3
	ADJ 115	Patrol Procedures	3
	ADJ 133	Ethics and the CJ Professional	3
	ADJ 134	Collection and Preservation of Physical Evidence	3
	ADJ 211	Criminal Law, Evidence and Procedures I	3
	ADJ 212	Criminal Law, Evidence and Procedures II	3
	ADJ 236	Principles of Criminal Investigation	3
	ADJ 198	Seminar and Project	1

10.19 Occupational Safety and Health Administration (OSHA) 10-Hour Training

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
National HealthCareer Association (NHA): Certified Phlebotomy Technician (CPT)	SAF 130	Industrial Safety – OSHA 10	1

11.0 Workforce Solutions (WFS) and Credit Programs

Competency Equivalent Table

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
NCCER <u>Core</u> Certification			
NCCER Core	SDV 106	Preparation for Employment	1
NCCER <u>HVAC</u> Certifications			
NCCER Levels 1, 2 HVAC	AIR 121	Air Conditioning and Refrigeration I	4
	AIR 122	Air Conditioning and Refrigeration II	4
NCCER Levels 2, 3 HVAC	AIR 122	Air Conditioning and Refrigeration II	4
NCCER Levels 1, 2, 3, 4 HVAC	AIR 121	Air Conditioning and Refrigeration I	4
	AIR 122	Air Conditioning and Refrigeration II	4
	AIR 134	Circuits and Controls I	4
NCCER <u>Electrical</u> Certifications			
NCCER Level 1, 2 Electrical	ELE 127	Residential Wiring Methods	3
	ELE 131	National Electrical Code I	4
	ELE 135	National Electrical Code - Residential	3-4
NCCER Levels 1, 2, 3, 4 Electrical	ELE 127	Residential Wiring Methods	3
	ELE 131	National Electrical Code I	4
	ELE 133	Practical Electricity I	3
	ELE 134	Practical Electricity II	3

	ELE 135	National Electrical Code - Residential	3-4
	ELE 156	Electrical Control Systems	3
	ELE 159	Electrical Motors	3

12.0 Unmanned Systems (UMS)

FAA Regulation	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
FAA Remote Pilot	UMS 107	Small Unmanned Aircraft Systems (sUAS) Remote Pilot Ground School	3

The Remote Pilot's initial license must not expire within 6 months or the Remote Pilot's recurrence certificate must not expire within 6 months.

Industry Certification	Laurel Ridge Course Equivalent	Laurel Ridge Course Name	Credits Granted
AUVSI Trusted UAS Operator (TOP) – Level 1	UMS 111	Small Unmanned Aircraft Systems (sUAS) I	3
AUVSI Trusted UAS Operator (TOP) – Level 2	UMS 112	Small Unmanned Aircraft Systems (sUAS) Program and Flight Data Management	3
AUVSI Trusted UAS Operator – Level 3	UMS 211	Small Unmanned Aircraft Systems (sUAS) II	3
Aircraft Electronics Association (AEA) – Aircraft Electronics Technician (CAET)	UMS 177	Small Unmanned Aircraft Systems (sUAS) Components and Maintenance	3