



WGTC 6.15

Alternative Course Credit

Prior Learning Assessment

West Georgia Technical College awards credit through the established PLA Handbook for on the job learning, corporate training, independent study, military service, industry certification/credential, or volunteer service that is consistent with its mission.

Institutional Course Exemption

For students with previously acquired knowledge and skills, course credit may be obtained by demonstrating mastery of the subject through written and/or performance tests. Exemption examinations are available for several, but not all, courses at West Georgia Technical College. Students may earn exemption credit for a maximum of **7** credits hours of institutional credit. A current list of courses available for exemption credit is available on Knightro Connect under Academic Affairs and listed in the Student Catalog. Students should contact the divisional Academic Dean of the program area to certify eligibility for institutional course exemption.

Independent Study

Upon the recommendation of the Program/Department Chair and with approval of the appropriate academic dean, a course may be taken as an independent study during a student's last two semesters. Independent study will be allowed only under extenuating circumstances in which a course is not available through a normal schedule or will not be offered in the subsequent semester. A student must have a GPA of at least 3.0, as verified by the Registrar, in order to take a course as independent study. A student may not take through independent study a course in which he/she has previously received a grade of *D*, *F*, *W*, or *WF*. Courses used as electives will not be offered as independent study.

Final approval is given by the Assistant Vice President for Academic Affairs and is dependent upon the student's having met all requirements outlined in the independent study request. Students wishing to request independent study should contact their program faculty advisor the semester before the course is needed in order to begin the process.

Reference: State Board Policy 5.1.8p.
<https://tcsg.atlassian.net/wiki/spaces/policymanual/overview>

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Division: Academic Affairs	Reviewed: 8/2021 Revised: 8/2021	