



**BOARD OF REGENTS OF  
THE UNIVERSITY SYSTEM OF GEORGIA**

---

CHANCELLOR STEVE WRIGLEY  
270 WASHINGTON STREET, S.W.  
ATLANTA, GEORGIA 30334

PHONE: (404) 962-3000  
FAX: (404) 962-3013  
EMAIL: CHANCELLOR@USG.EDU

November 19, 2018

Presidents  
University System of Georgia  
*sent via email*

Dear Presidents:

The Board of Regents (BOR) of the University System of Georgia (USG) met on November 13, 2018, in Atlanta, Georgia. During this meeting, revisions were made to the following BOR policy sections:

**Academic Affairs**

- **Board Policy 3.3.6 Academic Credit Earned Through Extra-Institutional and Prior Learning**

**Student Affairs**

- **Board Policy 4.2.1.6 Course Credits for International Baccalaureate**

Attached as an Exhibit is a document that shows the language added / deleted from these policy provisions and also provides the effective date and other helpful information regarding these policy revisions.

Please share widely with the appropriate offices on your campus to include academic affairs and student affairs.

Sincerely,

Steve W. Wrigley  
Chancellor

Enclosure

cc: Tricia Chastain, Executive Vice Chancellor for Administration  
Dr. Tristan Denley, Executive Vice Chancellor for Academic Affairs  
Tracey Cook, Interim Executive Vice Chancellor for Strategy and Fiscal Affairs  
Karin Elliott, Interim Vice Chancellor for Human Resources  
John Fuchko, III, Vice Chancellor for Organizational Effectiveness  
Jim James, Vice Chancellor for Real Estate and Facilities  
Dr. Joyce Jones, Vice Chancellor for Student Affairs  
Dr. Bobby Laurine, Vice Chancellor and Chief Information Officer  
Karen McCauley, Vice Chancellor of Development  
Dr. Tanshanika Smith, Interim Vice Chancellor for Internal Audit

*"Creating A More Educated Georgia"*

[www.usg.edu](http://www.usg.edu)

Lance Wallace, Interim Associate Vice Chancellor for Communications and Governmental Affairs  
Edward Tate, Vice Chancellor of Legal Affairs and Secretary to the Board  
Kimberly Ballard-Washington, Associate Vice Chancellor of Legal Affairs  
Dr. Martha Venn, Vice Chancellor for Academic Affairs  
Brooke Bowen, Legal Counsel  
Wesley Horne, Interim Executive Director of Risk and Compliance  
Institutional Vice Presidents of Academic Affairs  
Institutional Vice President of Student Affairs  
Institutional Chief Business Officers  
Institutional Legal Officers  
Institutional Audit Directors  
Institutional Athletic Directors

**Exhibit**  
**BOARD OF REGENTS POLICY MANUAL**  
**Revised Policies and Background Information**  
**Meeting of November 13, 2018**

**I. Addition of Board Policy 3.3.6 Academic Credit Earned Through Extra-Institutional and Prior Learning**

**A. Background:**

This policy section was added the Board of Regents' Policy Manual to achieve more consistency and transparency in the awarding and transferring of academic credit for extra-institutional and prior learning throughout the University System of Georgia, specifically credit earned through military experience and standardized examination. Additional guidance will be provided in the Academic Affairs & Student Affairs Handbook.

Training will be provided on the new resources provided by the System Office to help evaluate military experience for credit. The training is scheduled to take place in November and December on the following days and at the following locations:

November 29: University of Georgia, Tifton Campus

November 30: Georgia Southern University, Savannah Campus

December 6: Kennesaw State University Center

December 12: Middle Georgia State University, Macon Conference Center

A training announcement with additional details for the November and December trainings will be forthcoming. Daphene Blackmon ([daphene.blackmon@usg.edu](mailto:daphene.blackmon@usg.edu)) and David Snow ([david.snow@usg.edu](mailto:david.snow@usg.edu)) are the contacts for the trainings.

Questions regarding this policy provision should be directed to Dr. Martha Venn, Deputy Vice Chancellor for Academic Affairs, at (404) 962-3097 or [martha.venn@usg.edu](mailto:martha.venn@usg.edu).

**B. Effective Date:**

The effective date of this policy change is November 13, 2018

**C. New Policy**

***3.3.6 Academic Credit Earned Through Extra-Institutional and Prior Learning***

University System of Georgia (USG) institutions shall provide students with opportunities to be evaluated and earn academic credit for assessed extra-institutional and prior learning

toward the completion of a degree program, including course credit earned from military experience.

Once transcribed to the student record, credits awarded for extra-institutional and prior learning at a USG institution shall be applied toward a degree program, regardless of how the credit was earned. Credits awarded for extra-institutional and prior learning by one USG institution shall transfer as the designated course to another USG institution if a student has passed a higher-level course in the course sequence offered at the previously attended USG institution.

Institutions shall maintain a review process for extra-institutional and prior learning that adheres to SACSCOC policies and guidelines, minimizes the number of credits that do not contribute to progress toward a degree program, and does not improperly affect student eligibility for financial aid. Additional guidance for awarding credit for extra-institutional or prior learning is provided in the Academic & Student Affairs Handbook.

### **3.3.6.1 Course Credit Earned from Military Experience**

Each USG institution shall maintain a policy and procedures that outline the awarding of academic credit for appropriate courses in the curriculum for military experience to students who are veterans or military service members based on the guidelines contained in the Academic & Student Affairs Handbook. When awarding credit, USG institutions shall reference the Joint Service Transcript (JST), DD-214, or transcripts from the Army/American Council on Education Registry Transcript System (AARTS), Community College of the Air Force (CCAF), Coast Guard Institute (CGI), and other appropriate transcripts that summarize the skills and experiences obtained during military service. In evaluating military transcripts, institutions should consult the American Council on Education (ACE) Guide to determine the course recommendation made by that organization.

### **3.3.6.2 Course Credits for Standardized Examinations**

Each USG institution shall maintain a policy and procedures that outline the awarding of academic credit for appropriate courses in the curriculum for successful completion of college-level curricula and standardized examinations offered by nationally recognized organizations, such as Advanced Placement Program (AP), the International Baccalaureate Program (IB), the College Level Examination Program (CLEP), and DANTES Subject Standardized Test Program (DSST). The policy and procedures shall apply to both in-state and out-of-state students and comply with the guidelines set forth in the Academic & Student Affairs Handbook.

A student may opt not to accept credits. If a student believes that the assessment of his or her work from standardized examination and subsequent awarding of credits is in error, the student may file an appeal with the appropriate academic department office and request a re-assessment. As with other academic matters, if the issue is not satisfactorily resolved at the department level, the student may then appeal to the dean of the respective school or college, with a final appeal to the vice president for academic affairs, whose decision in the matter will be final.

## II. Removal of Board Policy 4.2.1.6 Course Credits for International Baccalaureate

### A. Background:

This policy section was incorporated into the new Board Policy 3.3.6.2, Course Credits for Standardized Examinations, in order to achieve more consistency and transparency in the awarding and transferring of academic credit for extra-institutional and prior learning throughout the University System of Georgia, specifically credit earned through standardized examination. Details from this policy section that were not incorporated into Policy 3.3.6.2 have been relocated to section 2.16 of the Academic & Student Affairs Handbook.

Questions regarding this policy provision should be directed to Dr. Martha Venn, Deputy Vice Chancellor for Academic Affairs, at (404) 962-3097 or [martha.venn@usg.edu](mailto:martha.venn@usg.edu).

### B. Effective Date:

The effective date of this policy change is November 13, 2018

### C. Removed Policy

#### *4.2.1.6 Course Credit for International Baccalaureate*

##### **System-wide Implementation Guidelines**

~~In recognition of the fact that a strong predictor of college success is a rigorous high school curriculum, USG institutions will award academic credit for appropriate courses in the USG core curriculum for corresponding International Baccalaureate (“IB”) subject areas in an International Baccalaureate (“IB”) Diploma Program in which the student obtained designated end of course assessment scores.~~

~~Both Standard Level (college preparatory) and Higher Level (college comparable) courses will be considered for credit. Higher Level end of course assessment scores of four or more and Standard Level scores of five or more suggest that the IB Program work is comparable to a college course.~~

~~The course credit schema in the table below will be used system-wide, with allowances made for variable credits in each category to account for labs, and on occasion, for depth of material covered in the IB Program subject area that may be comparable to more than one college level course.~~

<b>Semester Credit Hours Granted</b>		
<b>Score</b>	<b>Standard Level</b>	<b>Higher Level</b>
4	0	3-4
5	0-4	3-8

<del>6-7</del>	<del>3-8</del>	<del>3-12</del>
----------------	----------------	-----------------

~~The particular courses for which students receive college credit may vary from institution to institution, depending on what courses the institution offers. Determinations of course comparability will be made by the respective departments. Institutions shall, however, attempt to have consistency across the USG on common numbered core courses.~~

~~All institutions shall have a widely disseminated policy governing the award of course credits for IB assessments. The policy will apply to both resident and non-resident students.~~

~~A student may opt not to accept credits if he/she sees that acceptance of credits may disadvantage him/her. Further, if a student believes that the assessment of his/her work from the IB Program and subsequent awarding of credits for such is in error, he/she may file an appeal with the appropriate department chair and request a re-assessment. As with other academic matters, if the issue is not satisfactorily resolved at the department level, the student may then appeal to the dean of the respective college, with a final appeal to the vice president for academic affairs, whose decision in the matter will be final.~~

#### **Individual Institution Implementation Guidelines**

~~Along with the system-wide policy, individual institutions may choose to offer additional benefits.~~

~~(BoR Minutes, Oct. 2016)~~