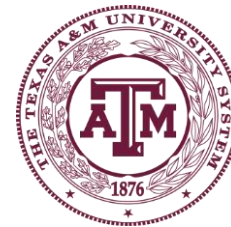


11.05.01 Institutional Requirements for Transfer and Acceptance of Prior and External Learning Experiences



Approved May 28, 2024
Next Scheduled Review: May 28, 2029

Regulation Summary

The Texas A&M University System (system) recognizes that most students seeking a credential acquire learning from a wide spectrum of sources prior to enrolling and/or while concurrently enrolled at a member institution. These Extra-Institutional Learning Experiences (EILE) include prior and concurrent external learning experiences. Prior learning may be codified via transcripts from accredited community colleges or universities or may be documented in other ways such as portfolio assessments and certifications. This regulation ensures students with EILE are provided appropriate credit for their work.

Regulation

1. RESPONSIBILITIES OF MEMBER ACADEMIC INSTITUTIONS

1.1 Each member will observe these essential standards regarding EILE:

- (a) Objectivity: EILE standards are developed and applied without consideration of the individual student and used in a manner consistent with member and/or program standards.
- (b) Approved Learning Providers: EILE may only be accepted from providers that have been approved by the member's review processes. The member must publish its criteria for providers and make publicly available a searchable inventory of approved providers.
- (c) Faculty Control of Curriculum: The member must create and sustain structures to ensure faculty maintain quality and control of the curriculum, including EILE used in fulfillment of degree requirements.
- (d) Bundling and Unbundling of Credit: EILE should be separated into the smallest possible component, generally to a unit that may be compared to the member's student learning outcomes.
- (e) Responsibility and Accountability: Each member's EILE should maintain a minimum of three general divisions of responsibility: Administration, Record Keeping and Faculty/Advising. No one individual or office should hold sole responsibility for all decisions.
 - a. Administration: development and enforcement of the standards; providing resources to administer the process.

- b. Record Keeping: develop and maintain processes and structures to record acceptable/unacceptable providers; enforce standard conventions as determined by the member (e.g., rubrics and course numbering).
- c. Faculty/Advising: align student learning outcomes; establish equivalencies between EILE and member courses/programs; advise students; and develop pathways to credential completion.

1.2 Each member must ensure EILE:

- (a) are considered in a manner consistent with the mission of the institution,
- (b) standards and processes are applied consistently,
- (c) are considered in a manner consistent with the member's Board approved admission standards,
- (d) are reviewed in a timely and objective manner to allow students to matriculate with the full benefits of their academic history, and
- (e) complies with state requirements for the award of credit for Prior Learning Assessments and minimum scores for credit-by-examination are made publicly available.

1.3 Each member must publish standards for EILE, including:

- (a) list of approved providers [including institutions of higher education] and/or accrediting/governing bodies of providers.
- (b) searchable inventory of institutional course equivalencies,
- (c) inventory of course-based EILE that are used in admission decisions (traditional academic transfer).
- (d) searchable inventory of EILE used to satisfy requirements of the Texas Common Core, as established by the Texas Higher Education Coordinating Board.
 - a. EILE learning outcomes must align with the Required Core Competencies associated with the Foundational Component Area to satisfy Texas Common Core requirements.
 - b. Each member must designate a central office responsible for approving/denying individual courses for use in satisfying the Texas Common Core.
- (e) transparent rules and procedures for EILE student records.
 - a. Course Level: the member identifies "college-level" learning experiences and categorizes courses by level according to a standard convention.
 - b. Course Taxonomy: the member consistently records learning experiences on student records including rubrics and course numbering, and coursework without an equivalent at the receiving institution. Course discipline and numbering conventions are maintained in such a way that business processes connect.
 - c. Duplicate learning experiences (e.g., repeated courses).
 - d. Student Academic History: inclusion or exclusion of EILE on the student record.

Related Statutes, Policies or Requirements

System Policy [*11.05, Recruitment and Admission of Transfer Students and Consideration of Prior and External Learning Experiences*](#)

Texas Education Code, 61.821-61.828 and for credit for experience 61.835

Member Rule Requirements

A rule is not required to supplement this regulation.

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