

available for graduate level courses. For further information, consult the department where the course is offered or contact the university advising center.

## **Graduate Students**

Credit by examination for coursework may be used to fulfill prerequisites only and may not be applied toward the total units required for a master's degree.

## **Independent Study**

Independent study is offered to give students experience in planning and outlining a course of study on their own initiative under departmental supervision. Independent study should deal with a special interest not covered in a regular course or with the exploration in greater depth of a subject presented in a regular course. Each department has an independent study upper - division course (190). In addition, some departments have a lower-division course (90) and/or a graduate-level course (290). To be eligible for independent study, students should have an overall grade point average of 3.0 or higher. This requirement may be waived in exceptional cases, when approved by the department chair. Maximum credit of 6 units in independent study courses is allowed toward the bachelor's degree, and maximum credit of 6 units in independent study courses may be approved for use toward a 30-unit master's degree. Such credit is limited to a maximum of 3 units per semester. Under extraordinary circumstances more than 3 units per semester may be allowed on petition to the department chair.

Eligible students desiring to register for Independent Study must first obtain the consent of an instructor, who will guide the project, and the chair of the department in which the course is given. Students must register for Independent Study courses during the regular registration period in the same manner as they register for any other course at the time of registration.

An independent study course normally includes an oral examination by a committee set up by the supervising instructor, a formal report that is filed in the department office, and an abstract of the study that is filed with the department chair. Approval forms and copies of the current regulations may be obtained from department, school, or college offices. The entry on the permanent record shows the discipline and course number only; the title does not appear.

## **Credit for Noncollegiate Instruction**

This university grants undergraduate degree credit appropriate to the baccalaureate degree for successful completion of noncollegiate instruction, either military or civilian, that has been recommended by the Commission on Educational Credit and Credentials of the American Council on Education. The number of units allowed are those recommended in *A Guide to the Evaluation of Educational Experience in the Armed Services* and the *National Guide to Educational Credit for Training Programs*.

## **Credit for Military Service Coursework**

Lower-division elective credit is given for recruit training for initial entry into the service provided the student was on active duty for at least one year and one day. Credit given varies depending on the branch of service and date of entry. An applicant for credit must submit a copy of Notice of Separation (DD214) to Admissions and Records for review.

DANTES (Defense Activity for Non-Traditional Educational Support) maintains the educational records of the servicemen and women who have completed SSTs (Subject Standardized Tests), CLEP (College Level Examination Program) examinations and GED tests. DANTES has also maintained USAFI (United States Armed Forces Institute) transcripts since that organization ceased to exist in 1974.

College credit is awarded for acceptable SST scores as recommended by DANTES. Equivalency for SST credit is determined by our departments. Other credits recommended by DANTES (CLEP, etc.) must meet university guidelines for the awarding of credit for those examinations. DANTES/USAFI correspondence credit is combined with other extension or correspondence coursework to a maximum of 24 semester units.

Additional credit is granted for military courses as recommended in *A Guide to the Evaluation of Educational Experiences in the Armed Services*. A maximum of 30 units is allowed for military credit.

## **College Level Examination Program**

The College Level Examination Program (CLEP) is designed to be a means through which recognition, academic credit, and placement may be given for less conventional forms of educational experience or learning. CLEP exams are now offered only as computer-based tests and are available through Testing Services on campus.

Within the restrictions of systemwide policy, this university awards up to 6 units of credit for successfully completed CLEP examinations. Such credit is applied to the total units required for the baccalaureate degree. Effective with exams taken spring 2018, some exam credit is applied to the General Education requirements as detailed in the chart below. Not all CLEP examinations are acceptable under system policy. It is the responsibility of the student to check with the appropriate