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LAKESUMTER STATE COLLEGE  
ADMINISTRATIVE PROCEDURE

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TITLE: ALTERNATIVE WAYS TO EARN COLLEGE CREDIT

NUMBER: PR004

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REFERENCE: Board Rules 4.02, 4.09

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I. PURPOSE

LakeSumter State College (LSSC) allows students to proceed expeditiously toward their degree/program objectives by providing the following alternative ways to earn college credit.

II. RESPONSIBILITY

Academic Affairs determines the institutional credit by exams that are offered each semester, and the dates and times of the testing. The instructor is responsible for developing and administering the examination. This information is published on the LSSC Learning Center's website at [www.lssc.edu](http://www.lssc.edu).

III. CREDIT BY EXAMINATION INSTITUTIONAL

- a. To qualify for Credit by Examination, a student must have completed all prerequisites (1.2x(a)-3.2b TJ 0 To prepared by the individual instructor responsible for the examination.
- d. After the exam is given, the testing instructor completes the Request for Credit by Exam form for each student and submits them to the Admissions and Records Office. The Admissions and Records Office notifies students regarding the credit based on their exam results.
- e. The Admissions and Records Office records a grade of P and credit hours earned in course history for students who pass the exam. Students who do not pass or do not take the exam forfeit the exam fee

IV. CREDIT BY EXAMINATION OUTSIDE AGENCIES

a. ADVANCED PLACEMENT (AP)

1. A student who wishes to receive credit for Advanced Placement courses must have their Advanced Placement scores sent from the College Board directly to the LSSC Admissions and Records Office;

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Competency Based Credit Guidelines:

1. A student must be enrolled in one of LSSC's Associate in Science (A.S.), Associate in