ACE® American Council on Education®

CREDIT®

College Credit Recommendation Service™

## Get CREDIT Where Credit is Due:
## A Webinar Series for Employers & Training Providers

### What is the total cost for a student to obtain a transcript from ACE? And do you have a sense of other costs students might be charged to get their institution to transfer credit?

The total cost for a student to obtain an ACE CREDIT® transcript is $20 for the registration and initial transcript request. There is a charge of $15 for additional transcripts. The delivery time for paper transcripts is 3-7 days, unless you elect for priority or 1-3 business day delivery, which incurs additional charges. Electronic transcripts are sent within the hour of ordering.

### Where can I find a list of colleges and universities in your network?

The ACE CREDIT® College and University Network is a group of more than 2,000 higher education institutions that consider ACE credit recommendations and other credit for prior learning options for transfer to degree programs. You can review the list of colleges and universities in our network here: CREDIT College & University Network.

### Can you describe how ACE transcripts are provided to institutions?

ACE CREDIT® provides transcripts online via the Registry and Transcript Portal and ScriptSafe. If a course or exam a participant has successfully completed is listed in the National Guide or on the Evaluated Organizations page, then an ACE transcript can be provided to a college or university. For more information, contact the Resource Center: (866) 205-6267.

### Who in a college admissions department would be the best to confirm acceptance of an ACE transcript?

Acceptance of an ACE transcript is up to the receiving institution. Usually, admissions officials, registrars, and faculty assist with acceptance of the official ACE transcript. A college is not required to grant as much credit as is recommended by the evaluators, nor is a college limited to granting only that recommended amount of credit. Some institutions may choose to waive a particular course based on the recommendations instead of granting credit hours for your prior learning. Each institution, and, in many cases, each academic unit and department within each institution, sets its own policies for granting credit.

### As a new registrar, why would I receive an ACE transcript?

ACE CREDIT® provides an official transcript to participants who successfully complete a course, examination, or certification with an ACE credit recommendation as listed in the National Guide. Admissions officials, program directors, deans, and registrars receive an ACE transcript as they would any transcript to determine the number of credits they will accept at their institution. Credit recommendations are typically used to obtain transfer college credit or advanced college placement.

### Where can I find the National Guide and current credit recommendations?

You can view current recommendations on The National Guide. The National Guide to College Credit for Workforce Training contains ACE credit recommendations for formal courses or examinations offered by various organizations, from businesses and unions to the government and military. On the site, you are also able to search by organization or for a specific course or exam.

### Where and how can I learn more about ACE CREDIT®?

To receive the 'Criteria to Determine Eligibility to Participate', along with a program brochure, please submit a request to the Corporate Alliances division at: creditinfo@acenet.edu or visit our homepage.

### I would like to meet with local university admissions departments prior to completing the ACE process to ensure acceptability of the ACE transcripts. Do you have recommendations on the approach and materials to use?

ACE's College and University Partnerships (CUP) division works to advance greater awareness, acceptance, and application of credit for prior learning as a key element for increasing postsecondary participation and completion. You may view tools in effective outreach by visiting CUP's Best Practice Page.

### Does ACE provide credits for leadership development training?

ACE CREDIT® reviews a wide variety of training programs from courses to examinations, including languages, certifications, and apprenticeship programs. If you are considering an ACE CREDIT® review for your organization, and would like us to determine your eligibility to participate, please let us know a little bit about you, your organization and your courses by filling out a request on our homepage or via email: creditinfo@acenet.edu.

### Is there a minimum amount of time that a program has to be in existence before it can be eligible for ACE credit recommendations?

ACE CREDIT® requires organizations to have been fully engaged in enrolling learners and delivering courses and programs for at least two years.

### Does each class have to have a pass/fail standard in place in order to count for credit?

ACE CREDIT® requires that courses have a minimum passing grade standard of 70% or higher when the content and assessments are at the undergraduate level. Graduate-level credit recommendations require a passing grade of no less than 80% with content, scope, rigor and assessment at the graduate level. Assessments may take diverse forms, such as performance evaluations under real or simulated conditions, written or oral examinations, written reports, completion of a project.

### Are there any online ACE approved business courses that my organization can enroll in without creating our own course?

If you or your organization is interested in enrolling in any of the courses approved for credit by ACE, you may consult the ACE National Guide to College Credit for Workforce Training. Therein is a full listing of all organizations, courses and examinations that have received an ACE credit recommendation. You must work with the unique vendor and/or meet the organization's specific enrollment requirements.

### Does ACE also validate training credit for teachers? What are the criteria?

ACE CREDIT® reviews a wide variety of training programs from courses to examinations, including languages, certifications, and apprenticeship programs. The organization offering the training must meet CREDIT's Criteria of Eligibility to participate and the trainings must exhibit the same level of content, scope, rigor and assessment offered at post-secondary institutions today.

### Can an entity that is newly created request credit for "competency-based courses" that are offered by a third-party that has existed for over 20 years?

Possibly. The organization would need to secure a third party authorization from the course/content owner and meet the Criteria of Eligibility to participate in the CREDIT program.

### Is there a re-certification process after a certain time? Like, every 5 years?

If credit is recommended for the organization's courses, the effective date will be the first day of the month in which the review took place. The recommendations expire three (3) years from the review date. If a review is not conducted prior to the expiration of the recommendation, the course/exam may be end dated. To secure a future review date, ACE CREDIT® recommends receipt of a renewal application at least 90 days prior to the intended review date.

### If you fall short of a recommendation the first time, can you re-apply? If so, how many times?

If an organization does not receive credit recommendations during a review, we offer the opportunity for additional support from CREDIT via consulting services. We will pair you with a trained CREDIT faculty evaluator who will work with your organization to provide suggestions and feedback intended to assist with meeting credit recommendation standards. An organization may also choose to revise the courses internally, and resubmit for additional review. CREDIT does not limit the time frame or number of times an organization may request a review.

### If we are a reseller of courses that have already gone through the ACE academic credit process, do we need to go through the process again?

In situations such as this, we offer a program called Authorized Instruction Site (AIS). Under this program, an organization would not need to have the courses reviewed since they are owned by an existing participating organization (host organization). ACE CREDIT® would require that the new organization meets the Criteria of Eligibility and obtains approval from the host organization to offer the courses. Please contact our Corporate Alliances division for more information by submitting your request to: creditinfo@acenet.edu.

### If my division is giving approval to another division within the same agency, do they still need an approval letter from my division?

Not necessarily. If the content is owned by a shared parent organization, a third party authorization is not required.

### Can organizations like FranklinCovey submit programs?

ACE CREDIT® evaluates all types of training programs and makes college credit recommendations, helping adults gain access to academic credit at colleges and universities. For decades, Fortune 500 companies, government agencies, and labor unions have relied on ACE CREDIT® to connect workplace learning and corporate training programs with college credit. If you are considering an ACE CREDIT® review for your organization, and would like us to determine your eligibility to participate, please fill out a request on our homepage or via email: creditinfo@acenet.edu

### What if you are the content owner, but used an outside vendor to develop the course?

The content must be owned by the organization who is requesting a CREDIT review.  It may be beneficial to have a representative from the vendor who developed the course accessible during the review to answer any questions.  However, this is not required.

### Are there special steps for the review of vendor developed courses, such as FranklinCovey, Vital Smarts, etc.?

The request for review would need to come from the vendor or the vendor must agree to provide all required documents and course access for a Third Party review.  If your organization offers trainings with content owned and developed by a third party, please contact ACE CREDIT's Corporate Alliance division at: creditinfo@acenet.edu for more information.

### Is the ACE CREDIT recommendation intended for the institution or the programs or courses?

Credit recommendations are provided to qualified and approved courses and/or exam offerings with alignment to post-secondary programs. The organization benefits by gaining national recognition as a provider of quality training, saving money on tuition reimbursement, while recruiting and retaining employees.  ACE CREDIT® does not currently offer programmatic credit recommendations.

### Does Krathwohld's Taxonomy (Affective Learning/Behavioral Change) fit into your analysis in any way?

The ACE CREDIT® Course Review is the most widely used course evaluation program and stresses academically sound methods. While we appreciate various models, ACE CREDIT® uses Bloom's Taxonomy in reviews.

CREDIT reviews are carried out by experienced college and university faculty who assess the content, scope, rigor and assessments of an organization's training programs, courses or examinations and make appropriate recommendations for comparable college credit.