



Administrative Regulation
Chapter 4 – Academic Affairs

AR 4100.6 OTHER COLLEGE CREDIT AND NON CREDIT ALLOWED AND NOT ALLOWED

Credit Allowed

a. Institutionally Accredited Institutions:

All degree-applicable coursework (including appropriate upper division, and graduate level coursework), that is completed at an institutionally accredited institution is allowed (unless stated otherwise), provided it reasonably meets or exceeds SMC graduation requirements. Courses may be applied to local general education requirements, major/area of emphasis requirements based on content equivalency, and/or elective credits. If a college is newly institutionally accredited, coursework completed at that institution within the two years preceding its formal accreditation will be accepted in fulfillment of graduation requirements. Santa Monica College cannot assure that other institutions will accept coursework that SMC has accepted in fulfillment of SMC requirements. Students should consult with transfer institutions and SMC counselors.

b. Military Service Credit

i. Basic Service Credit:

Service credit may be used in fulfillment of graduation and certification requirements. Separation papers (DD-214) indicating dates of entrance and separation must be provided to the Admissions and Records Office to determine the number of units SMC will award. A maximum of 9 units may be awarded on the basis of service alone:

- Five (5) units for basic training.
- Up to 4 units based on service time (1 unit for each six months of service time).
- Three (3) of these 9 units satisfy the Area E requirement for the California State University General Education Breadth Pattern (CSU GE).

c. Educational Experiences in the Armed Forces:

Credit may be awarded in fulfillment of graduation requirements for military courses and training received while in the Armed Services, provided a recommendation for college credit has been made and recorded in the American Council on Education's (ACE) Military Guide and on a Joint Services Transcript or Air Force and Air National Guard (CCAF) transcript. Santa Monica College may only accept ACE-approved military coursework that SMC faculty have deemed equivalent to coursework taught at the College as noted in section (a.) above. The appropriate Admissions and Records evaluator will determine the applicability of said

courses to general education, and/or major/area of emphasis in consultation with the appropriate department chair. Courses deemed not applicable toward general education and/or the major/area of emphasis may be used as elective units.

d. Credit for Prior Learning and Credit by Exam

Credits acquired by examination or assessment method as listed in AR 4235 Credit for Prior Learning and Credit by Exam shall not be counted in determining the 12 semester units in residence required for a degree. Credits acquired by examination or assessment will be applied to total units completed and may satisfy general education and/or major/area of emphasis requirements.

Students should be aware that other colleges and universities may limit the use of credit for prior learning and credit by examination. Students are urged to consult with the college or university of interest as they will determine the total number of units awarded for applicability to graduation requirements.

Noncredit Courses

Students may submit a course substitution petition to request that comparable noncredit courses be counted toward the satisfaction of requirements for an associate degree or certificate. No more than 12 units of noncredit coursework may be substituted for credit coursework.

Credit Not Allowed

Coursework not acceptable in fulfillment of graduation requirements includes basic skills/developmental coursework as noted in the SMC catalog or as determined when evaluating non-SMC coursework.

Related AR's: AR 4100, 4100.1, AR 4100.2, AR 4100.3, AR 4100.4, AR 4100.5, AR4100.7, AR 4100.8, AR 4100.9 and AR 4100.10

*Reference: Education Code Sections 66055.8, 66746-66749, 70901, 78040-78043;
Title 5 Sections 40402-40403, 55002, 55009, 55022, 55052, 55070-72, 55250, 55270,
56032-56044 and 55060 et seq.*

Approved:

Academic Senate: 10-10-2023

Senior Staff: 10-31-2023

Superintendent/President: 11-5-2023

(Replaces former SMC AR 4350 Graduation Requirements)