
Undergraduate Challenge for Credit Policy

Policy Sponsor:	Office of the Registrar
Policy Contact:	Registrar
Policy Number:	073
Effective Date:	January 1, 2012
Approval Group:	AUAC
Approval Date:	June 15, 2011
Review Date:	January 1, 2013
Procedures:	Undergraduate Challenge for Credit Procedures (073a)

Purpose

The challenge for credit process allows students to demonstrate that they have acquired a command of the general subject matter, knowledge, intellectual and/or other skills that would be found in an undergraduate course for which they are seeking credit.

Definitions

Approved Invigilator	An individual who has been authorized by an AU representative in the Examination Services Unit to supervise an undergraduate course exam.
Challenge for Credit Process	A university process whereby students have the opportunity to demonstrate that they have acquired a command of the general subject matter, knowledge, intellectual and/or skills that would normally be found in a university level course.
Faculty Member	The person responsible for the normal delivery of the course in question (professor, course coordinator).
Full Cost	The full cost of learning resources is defined as AU's full purchase cost, plus shipping, plus a 20 per cent handling fee.



Learning Resources

All resources (paper, electronic, and human) that are made available by AU to learners who have registered in an AU course.

Policy Statements

1. Availability of Challenge for Credit

- 1.1 Students use the challenge for credit process to obtain credit for a specific existing AU course that faculty members have deemed appropriate for challenge. Courses are available for challenge unless they are granted 'non-challenge' status. Non-challenge status is granted by the Provost and Vice President, Academic (or designate) upon recommendation from the appropriate faculty member and confirmation from the appropriate Centre Chair and Dean. The Course Syllabus shall indicate as to whether or not a course is available for challenge.

2. Permission to access Challenge for Credit

- 2.1 Any AU student shall be entitled to initiate a challenge for credit request for a challengeable course regardless of their program of study and regardless of whether the course being challenged is applicable to their program of study.
- 2.2 Permission to challenge a course for credit must be obtained from the faculty member, or designate, who is responsible for the specific AU course. The decision of the faculty member, which is final, should reflect the fact that the student has sufficient learning to justify the challenge of a particular course.

3. Challenge for Credit Evaluation

- 3.1 Prior to making a course available for challenge, faculty members are responsible for determining the appropriate method of evaluation. In undertaking the challenge, students will be judged against the explicit subject matter, knowledge, intellectual and/or other skill objectives which have been established.
- 3.2 Challenge for Credit assessment may be comprised of any one or combination of the following:
 - a. completion of assignments, projects, reports etc.;
 - b. a written examination;
 - c. an oral or practical assessment; and/or,
 - d. any other means considered appropriate by the faculty member and approved by the relevant Chair.



4. Access to AU Learning Resource Materials, Tutorial Services and Faculty Support

- 4.1 Students registering for challenge for credit will have access to AU learning resource materials, limited to textbooks and readings at full cost. Challenge students will receive no tutor or faculty member support. Any fees assessed for learning resource materials are not refundable.

5. Challenge for Credit Regulations

- 5.1 All challenge for credit examinations will fall within the regulations pertaining to the [Undergraduate Exam Request and Completion Policy](#) and its associated [procedures](#).
- 5.2 Students may not withdraw from a challenge for credit, once registered. The challenge for credit fee is non refundable. The challenge for credit contract period of three months will not be extended.
- 5.3 All requirements stipulated for a challenge for credit attempt must be completed to obtain credit. Students who fail to complete the requirements for a challenge for credit will be assigned a failing grade. A course cannot be challenged a second time.
- 5.4 Course credit obtained through challenge for credit processes will not meet AU residency requirements.

6. Challenge for Credit – Student Appeals

- 6.1 All administrative process appeals to this policy must be made in accordance with appeal procedures outlined in the [Undergraduate Challenge for Credit Procedures](#) and the [Undergraduate Exam Request and Completion Policy](#) and its associated [procedures](#).
- 6.2 Students must make an appeal of a mark or grade in accordance with the [Student Appeals Policy](#) and its established [procedures](#).

Applicable Legislation and Regulations

N/A

Related References, Policies, Procedures and Forms

[Undergraduate Challenge for Credit Procedures](#)

[Library Materials for Students in Challenge Exams Policy](#)

[Undergraduate Grading Policy \(129\)](#)

[Student Appeals Policy \(079\)](#)

[Student Academic Appeals Procedures \(079a\)](#)

[Undergraduate Prior Learning Assessment and Recognition \(PLAR\) Policy](#)

[Undergraduate Prior Learning Assessment and Recognition \(PLAR\) Procedures](#)

[Undergraduate Exam Request and Completion Policy \(137\)](#)

[Undergraduate Exam Request and Completion Procedures \(137a\)](#)



[Undergraduate Lost Exam Policy \(072\)](#)

[Undergraduate Course Withdrawal and Refund Policy - Individualized Study \(148\)](#)

[Undergraduate Course Withdrawal and Refund Procedures - Individualized Study \(148a\)](#)

History

Athabasca University Academic Council, June 15, 2011, Motion # 230-3

Athabasca University Academic Council, March 19, 1996, Motion # 128-4

Athabasca University Academic Council, May 1, 1992, Motion # 94-7