

ANTELOPE VALLEY COLLEGE
Office of the Dean of Enrollment Services

**PETITION FOR CREDIT BY EXAMINATION
INFORMATION, CONDITIONS AND RESTRICTIONS**

INFORMATION:

A currently enrolled student may challenge certain courses offered by the College for any of the following purposes:

- Satisfying prerequisites.
- Meeting graduation unit requirements.
- Obtaining course credit for equivalent experience or competency.

Students MAY NOT be registered for the course being challenged.

Students may be permitted to obtain credit by examination in selected subjects designated by a division in which the course is taught. A fee is charged for each examination. Students must be qualified to challenge a course by examination through satisfaction of prerequisites for the course or previous experience or training. The grade and credits received after satisfactory completion of examinations will be entered on the student's permanent record. The student's academic record shall be clearly annotated to reflect that the credit was earned by examination.

The results of the examination will be entered on the student's record. At the time a request is submitted, students must indicate whether they wish a letter grade, or a grade of "Pass/No Pass" (if allowed).

One year must elapse before a request for re-examination will be considered.

CONDITIONS AND RESTRICTIONS:

1. Students must be currently enrolled at AVC.
2. Students must submit challenge forms within the first four weeks of the semester.
3. Students challenging a course must complete the examination by Friday of the seventh week of the semester.
4. Students may challenge a maximum of four courses during their enrollment at AVC.
5. Challenge forms are available only in the fall and spring semesters. Summer forms are available only with the written permission of the instructor.
6. The units received by examination may not be used to satisfy the college's residency requirements.
7. Credit received is not applicable for financial aid, veteran's pay, or athletic eligibility.

**PETITION FOR CREDIT BY EXAMINATION
REQUEST PROCEDURE**

PROCEDURE:

1. Students requesting credit by examination must be currently registered at AVC and actively participating in course (s). Students MAY NOT be enrolled in the course they are challenging.
2. A student wishing to challenge a course must submit the completed Petition for Credit by Examination form to Admission and Records within the first four weeks of the semester. The form shall indicate if the course is to be challenged for grade or "Pass/No Pass".
3. Students whose form has been approved by Admissions & Records will be required to pay the current per-unit enrollment fee to the Cashier's Office.
4. The student then submits the form to the appropriate Division Dean and instructor for approval. It is the student's responsibility to make the necessary arrangements with the instructor.
5. The student should request a copy of the completed Petition for Credit by Examination form from the Division.
6. The form is forwarded to Admissions & Records by the Division Office with the final grade.
7. The grade will be posted to the record at the end of the semester.
8. The student is notified that a change has been made to their academic record by email.

ANTELOPE VALLEY COLLEGE
Office of Academic Affairs

CREDIT BY EXAMINATION COURSE LIST
(Challenge List)

BUSINESS, COMPUTER STUDIES AND ECONOMIC DEVELOPMENT

ACCT 111, 113	Bookkeeping, II
ACCT 121	Microcomputer Accounting
ACCT 201	Financial Accounting
ACCT 205	Managerial Accounting
BUS 101	Introduction to Business
BUS 105	Business Mathematics
BUS 111	Business English
BUS 201	Business Law
CA 103	Introduction to Microcomputers
CA 111	Word Processing – Microsoft Word
CA 121	Microcomputer Spreadsheets
CA 171	Introduction to Networking
CA 173	Novell Netware System Administration
CA 175	Administering Windows 2003 Server
CA 176	Windows 2003 Networking
CA 221	Computer Concepts and Applications in Business
CIS 101	Introduction to Computer Information Science
CIS 121	Computer Mathematics
MGT 101	Management Principles
MGT 105	Elements of Supervision
MGT 115	Human Behavior in Organizations
MGT 121	Human Resources Management
MGT 201	Small Business Management
MKTG 101	Principles of Marketing
MKTG 112	Introduction to Advertising
MKTG 121	Salesmanship
OT 101	Beginning Computer Keyboarding
OT 102	Intermediate Computer Keyboarding
OT 103	Advanced Computer Keyboarding
OT 121	Spreadsheets for the Office
OT 152	Beginning Medical Insurance
RE 111	Real Estate Finance
RE 121	Legal Aspects of Real Estate
RE 141	Escrow Principles
RE 161	Property Management

HEALTH SCIENCES

MOA 101	Beginning Medical Terminology
MOA 102	Advanced Medical Terminology
NS 110	Professional Nursing I
NS 111	Fundamentals of Nursing Science
NS 120	Professional Nursing II
NS 121	Obstetrical, Neonatal, and Women's Health

NS 122	Medical/Surgical Nursing I
NS 230	Professional Nursing III
NS 231	Pediatric/Community Health Nursing
NS 232	Psychiatric/Geriatric/Community Health Nursing
NS 240	Professional Nursing IV
NS 241	Medical/Surgical Nursing II
VN 109	Fundamentals of Patient care for Vocational Nurses
VN 110	Self-Care Fundamentals and Pharmacology
VN 111	Nursing to Promote Self-Care Agency in the Child Bearing Family and Pediatric Patient
VN 112	Nursing to Promote Self-Care Agency in the Adult
VN 113	Nursing Leadership to Promote Self-Care Agency in the Adult

LANGUAGE ARTS

CHIN 101, 102	Elementary Chinese 1, 2
DFST 101, 102	American Sign Language I, II
FREN 101, 102	Elementary French 1, 2
GER 101, 102	Elementary German 1, 2
LATN 101, 102	Elementary Latin 1, 2
SPAN 101, 102	Elementary Spanish

MATH, SCIENCE AND ENGINEERING

ASTR 101	Astronomy
BIOL 104	Environmental Biology
ENGR 110	Engineering Orientation and Basic Skills
ENGR 115	Basic Engineering Drawing
ENGR 120	Introduction to 2-D Autocad
ENGR 185	Digital Logic and Design
GEOG 101	Physical Geography: Earth's Surface Landscapes
GEOL 101	Physical Geology
MATH 050	Arithmetic
MATH 060	Prealgebra
MATH 070	Elementary Algebra
MATH 080	Plane Geometry
MATH 102	Intermediate Algebra
MATH 115	Statistics
MATH 125	Math for Business and Economics
MATH 130	College Algebra
MATH 135	Plane Trigonometry
MATH 140	Precalculus
MATH 150, 160, 250	Calculus and Analytic Geometry
MATH 210	Discrete Mathematics
MATH 220	Linear Algebra
MATH 230	Introduction to Ordinary Differential Equations

PHYSICAL EDUCATION

ATH 100	Introduction to Athletic Training
HE 101	Health Education

PE 190	Introduction to Physical Education
PE 191	First Aid and Emergency Care
PE 193, 194	Officiating-Fall Sports, Spring Sports
PE 195	Sports Appreciation

SOCIAL AND BEHAVIORAL SCIENCES

ANTH 101	Introduction to Physical Anthropology
ANTH 102	Introduction to Cultural Anthropology
ANTH 103	Introduction to Prehistory

TECHNICAL EDUCATION

ABDY 112	Basic Auto Body Repair
ABDY 122	Basic Automotive Refinishing
ACRV 112	Basic Refrigeration Systems
ACRV 113	Basic Refrigeration Controls
ACRV 122	Residential Air Conditioning Systems
ACRV 123	Residential Air Conditioning Controls
AERO 280	Aircraft General – Written Test Review
AERO 281	Aircraft Airframe – Written Test Review
AERO 282	Aircraft Powerplant – Written Test Review
AFAB 110	Basic Blueprint Interpretation
AFAB 115	Aircraft Structure
AFAB 130	Aerospace Workplace Issues and Ethics
AGRI 102	Plant Pest Control
AGRI 104	Nursery Practices
AGRI 110	Basic Landscape Design
AGRI 112	Plant and Landscape Maintenance
AGRI 132	Turf and Landscape Maintenance
AGRI 134, 234	Plant Identification I, II
AGRI 153	Landscape Construction – Concrete and Masonry
AGRI 155	Landscape Construction – Wood and Lighting
AGRI 210	Advanced Landscape Design
AGRI 212	Interior Plantscape
AGRI 220	Landscape Irrigation
AGRI 230	Soils and Plant Nutrition
AGRI 250	Landscape Management
AJ 101	Introduction to Administration of Justice
AJ 102	Criminal Law
AJ 103	Criminal Evidence
AJ 104	Introduction to Corrections
AJ 204	Juvenile Procedures
CT 105	Principles of Sewing
ELEC 110	Fundamentals of Electricity
ELEC 115	Electrical Codes and Ordinances
ELEC 130	Alternating Current Theory
ELTE 110	Electronics Mathematics
ELTE 125	Direct Current and Alternating Current Principles
ELTE 130	Digital Circuit Analysis
FTEC 111	Fire Protection Organization
FTEC 112	Fire Prevention Technology

FTEC 113	Fire Protection Equipment and Systems
FTEC 114	Building Construction for Fire Protection
FTEC 115	Fire Behavior and Combustion
ID 100	Introduction to Interior Design
ID 150	History of Design I
ID 160	Material Selection for Interior Design
ID 201	History of Design II
ID 230	Fundamentals of Lighting Design
ID 250	Professional Interior Design Business Practices

VISUAL AND PERFORMING ARTS

ART 101	History of Art, Prehistoric to Gothic
ART 102	History of Art, Renaissance to Modern
DM 101	Digital Media Arts (formally CG 101/MM 101 Introduction to Digital Media Arts)
DM 103	Graphic Design I (formally CG 103 Computer Imaging I)
DM 113	Photoshop I (formally CG 113 Digital Photographic Imaging)
DM 115	Graphic Communication I (formally CG 115 Graphic Communication I)
MUS 111	Fundamentals of Music
MUSC 112	Commercial Music Theory
MUS 131, 132	Keyboard Skills I, II
MUS 151	Beginning Music Theory (formerly Music Writing and Analysis I)
MUS 153	Beginning Musicianship (formerly Musicianship I)
MUS 255A	Beginning Keyboard Harmony
MUS 255B	Advanced Keyboard Harmony
MUS 291	Applied Music
PHOT 101	Photography
PHOT 201	Advanced Photography