

3. Credit for academic transfer courses awarded through PLA may only be awarded by examination or nationally recognized guidelines (AP, CLEP, ACT/PEP, DANTES, Challenge Exams, ACE PONSI/CREDIT, ACE/MILITARY). Credit for experiential learning (portfolio review) may not be awarded for academic transfer courses.

4. In the process of determining if credit can be awarded for prior learning, colleges shall charge students only for the cost of the PLA services and not for the amount of credit awarded.

5. There shall be a charge of \$25 for each portfolio reviewed to assess experiential learning for college credit. Documentation must be provided for each course for which credit through experiential learning is requested, and the \$25 fee applies to each review of the documentation (e.g., an individual is charged \$50 if the person is seeking credit through experiential learning for two courses, and thereby requires portfolio reviews relative to those two courses). Students seeking credit for academic transfer courses through examination or nationally recognized guidelines are not charged fees for PLA or for credits awarded through PLA.

6. Not more than 25% of total credit required for any program may be awarded as a result of PLA. Credit awarded through PLA does not count toward the minimum of 25 percent of semester credit hours that must be completed at the college granting the degree.

7. Before receiving course credit through PLA, an individual must meet enrollment requirements of the course.

8. Credit may not be awarded twice for the same learning.

#### ADVANCED PLACEMENT

A student may be granted advanced placement by presenting scores on the College Board Advanced Placement Examination. Students with a minimum score of 3 will be given college credits (but no academic grade) for beginning courses.

#### COURSE LOAD

Students are classified according to the following minimum schedule:

Credit-Hour Loads	Semester Hrs.
Minimum Full-time Load	12
Normal Full-time Load	13-18
Financial Aid and Veterans Benefits	12
Financial Aid and Veterans Benefits	9-11

(3/4 allowance)	
Financial Aid and Veterans Benefits (1/2 allowance)	6-8
International Students (F-1 Visa)	15
Social Security Benefits	12

Students who plan to register for 20 or more credit hours must secure approval from their academic advisor and the Vice President or appropriate dean.

All hours including physical education, internship, seminar and on-the-job-training will be counted toward the maximum load.

Each credit hour taken usually requires a minimum of two hours of outside study each week. A student employed full-time should not attempt to carry more than three courses per semester. A student working part-time should carry a course load in proportion to hours of employment.

#### STUDENT COURSE OVERLOAD

The student course load for a full-time student will be 12 to 19 credit hours per semester. Credit hours above 19 credit hours will constitute a student overload. The President or the President's designee must approve a student's course overload. No student will be approved for more than 24 credit hours in any one term for any reason.

#### TRANSFERRING TO LAWSON STATE FROM ANOTHER COLLEGE

Any applicant who has previously attended another college will be considered a transfer student and will be required to furnish an official transcript of all work attempted at all institutions before he or she will be considered for admission.

- Courses completed at other regionally accredited postsecondary institutions with a passing grade of "C" or better will be accepted for transfer.
- Credit extended to an applicant for graduation requirements will be granted based on the applicability of previous courses accepted for the requirements of the degree pursued. All transfer students must complete at least 25% of the credit hours required for their award at Lawson State.
- Transfer students whose cumulative grade point average is less than 2.0 on a 4.0 scale will be admitted only on academic probation and will be subject to the same probation and suspension regulations as returning students at Lawson State. Transfer students admitted on academic probation