

Prior Learning Assessment MCC Challenge Exam Application

Students wishing to demonstrate course proficiency may challenge selected credit courses by taking a challenge exam. Students must meet the following criteria:

- Not be enrolled in the course being challenged.
- Cannot have completed the course previously with a grade (Institutional course proficiency may not be earned for any course in which a student has already earned a grade of A, B, C, D, F, I, AUDIT).
- Credit through “MCC Challenge Exams” is only awarded for courses approved by individual departments.
- Credit granted may apply toward the student’s current listed major only and may not transfer to other institutions.

Procedures

1. The student will contact the Prior Learning Assessments (PLA) Center to verify challenge exam options in the student’s major.
 - The PLA Center will assess the student’s qualifications to test.
 - The PLA Center will provide information about testing procedures and criteria to be successful on the test, including application procedures and payment requirements.
 - The PLA Center will setup the challenge exam at one of the MCC Testing Centers.
 - NOTE: Students registering for INFO 1001 and INFO 1003 Challenge Exams will be referred to specific instructions.
2. Prior to testing, a fee of \$40 (non-refundable payment) for each challenge examination is payable either by phone or in person:
 - Student Accounts – 531-622-2405
 - Cashier’s Office
 - Student Services – Applied Technology Center (ATC), Elkhorn Valley Campus (EVC), Fort Omaha Campus (FOC – CASC building), South Omaha Campus (SOC)
 - Main Office – Fremont and Sarpy Center
 - Students completing the INFO 1001 Challenge Exam will not be required to pay the \$40 fee.
3. The student will complete the application, schedules the exam at the MCC Testing Center, and proceeds to take the exam. All applications must be completed prior to testing.
4. The completed challenge exam and application will be sent to the appropriate instructor for grading. Testing Center (TC) technicians will verify the results of the INFO 1001 Challenge Exam.
5. The instructor will notify the student and the Academic Dean of the results of the challenge exam and submit required paperwork to the Academic Dean. For the INFO 1001 Challenge Exam only, the TC technician will submit completed application and copy of three score reports to Records, which does not require a Dean’s signature.
6. The Academic Dean will submit required paperwork to the Records office for posting to the student’s official transcript. The completed challenge exam will be kept in the Academic Dean’s office.

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To the Student: Please complete the application below and submit to the Testing Center prior to testing.

Student Name:				
MCC ID:				
Address:	Street	City	State	Zip Code
Phone:	()			

Petitioned Course

PREFIX	COURSE NUMBER	COURSE NAME	CREDIT HOURS

To the Student: Please confirm eligibility with the PLA Center Staff, Counselor, Navigator, or Advisor.

Student Signature _____ Date _____

<p>RESULTS</p> <p>Grade or Score: _____ Evaluated by (Staff/Faculty Signature) _____</p> <p><input type="checkbox"/> Pass</p> <p><input type="checkbox"/> Did not Pass</p>

To the Academic Dean: Please sign for all challenge exams except INFO 1001.

To the Testing Center (TC) Technicians: Please sign to verify completion of INFO 1001 challenge exam.

Academic Dean OR TC Technician Signature _____ Date _____

To the Academic Dean: Please email the completed application to records@mccneb.edu.

To the TC Technician (INFO 1001 only): Please email completed application and verification to records@mccneb.edu.

FOR OFFICIAL USE ONLY

<p>Student Accounts/Cashier</p> <p>Receipt # _____</p> <p>Total paid _____</p> <p>Date _____</p> <p>Received by _____</p>	<p>Records Office</p> <p>Posted by: _____</p> <p>Date _____</p>
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