

University of Phoenix
Apollo Quick List[™] of Evaluated Professional
Training



Revised May 2008

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References to upper division, lower division, general education, or elective credit are primarily for internal use as a determination of content rigor. Such a reference does not imply potential waiver of coursework but rather, is used as a method for review to avoid duplication and regression possibilities in meeting program requirements.

The determination of credit equivalency and its application to program requirements is both institution and program specific. Credit recommendations for training, licenses, certificates, or diploma coursework are subject to individual institutional standards, policies, and requirements for Prior Learning Assessment credit determination and awards. Due to individual programmatic policies and requirements, this guide makes no guarantees as to the credit determinations for training, licenses, certificates, or diploma coursework listed herein. Information regarding specific program requirements is generally located either within the individual institution's catalog or its policies and procedures.

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The awarding of credits and the determination of applicability of those credits to degree completion requirements can only be made after official review by the Prior Learning Assessment Center.

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Guidelines

1. The credits described on the following pages may be awarded, **provided they do not duplicate** any of the following on the student's record:

- a. Transcribed courses
- b. Professional courses
- c. Experiential learning
- d. CLEP Exams
- e. University of Phoenix courses

Duplication is determined by the individual student's program requirements and credit is only awarded according to deficiencies in that student's program.

2. Students need to submit, as a minimum, certificates of completion as documentation for most of the following items. Some corporate training courses will need clock hours and dates of completion verified as well.

National Testing and Evaluation

HOURS

CREDIT

GE

COMPUTER NATIONAL TESTING

Institute for Certification of Computer Professionals (ICCP)

(ACE Credit by Exam Evaluated)

Certified Data Processor (CDP) – May 1990-December 1993

Core Examination – Student must complete all core exams. In addition, specialty exams can be awarded individually.

Area	Credit Recommendation	
Introduction to computing, computer information systems, or data processing	3.0 LD	Science / Technology
Introduction to database management	3.0 LD	
Business organization	3.0 LD	
Introduction to systems analysis	3.0 LD	
Introduction to management, supervision, operations management, business, or principles of management	3.0 LD	
Associated disciplines	2.0 LD	
Total:	17.0 LD	

Specialty Examinations – Student can earn credit for each specialty exam completed.

Area	Credit Recommendation	
Business information systems	3.0 UD	
Data communications	3.0 UD	Science / Technology
Management (Computer systems management, Information systems management, or Information resource management)	3.0 UD	Science / Technology
Office information systems	3.0 LD	
Procedural programming (Introduction to procedural programming [2 UD credits], Programming [2 UD credits], Principles of computer programming [2 UD credits], or Techniques of procedural programming [2 UD credits], and Data structures [2 UD credits])	2.0 UD each	
Scientific programming (numerical methods or Numerical analysis)	3.0 UD	
Software engineering	3.0 UD	
Systems development (Advanced systems analysis or Computer systems development)	3.0 UD	
Systems programming	3.0 UD	Science / Technology
Systems security	3.0 UD	

Continued on next page

National Testing and Evaluation

HOURS

CREDIT

GE

COMPUTER NATIONAL TESTING CONT. . . .

Institute for Certification of Computer Professionals (ICCP)

(ACE Credit by Exam Evaluated)

Certified Data Processor (CDP) – Student must complete all core exams. In addition, specialty exams can be awarded individually.

Core Examination – January 2002 – May 2004

Area

Introduction to computer science or CI	3.0 LD	Science / Technology
Introduction to business	2.0 LD	
Introduction to system analysis	2.0 LD	
Introduction to database management	2.0 LD	
Total:	9.0 LD	

Core Examination – May 2004 - Present

Area

IT skills	2.0 UD	
Organizational and professional skills	2.0 UD	
Strategic organizational development	2.0 UD	
Total:	6.0 UD	

Specialty Examinations – January 2002-Present

Student can earn credit for each specialty exam completed. See specialty exams from earlier evaluation and additional exams listed below

Business information systems	3.0 LD	
Data resource management	3.0 UD	
Management (CIS/MIS)	3.0 UD	
Microcomputing and networks	4.0 LD	
Programming languages (per exam) (BASIC, RPG/400 programming, COBOL, Pascal, C, C++)	3.0 UD per exam	Science / Technology
Web development	2.0 UD	

* Check for duplications with student's program

National Testing and Evaluation

HOURS CREDIT GE

COMPUTER NATIONAL TESTING

Novell

(ACE Credit by Exam Evaluated)

For all courses completed prior to 2005, students may submit transcripts, certificates, or Score Reports for each course/exam from an Authorized Prometric Testing Center (APTC), Sylvan Learning Center, or Novell. Prior Learning Assessment will award full ACE Credit by Exam (2003-2004) recommendations for either proof of completing a course or passing the exam.

Novell is no longer printing score reports or seeking ACE credit recommendations, so any courses not previously evaluated in the 2004 ACE Credit by Exam must be evaluated in-house.

***Note** – See Novell CNE and CNA credit evaluation in the Computer Training section of the this guide.

National Testing and Evaluation

HOURS CREDIT GE

INSURANCE NATIONAL TESTING

Insurance and Risk Management Programs *(ACE Guide and National PONSI Evaluated)*

Insurance education programs are listed here to help you identify that credit is available and where information is found. Students may petition for credit which recommendation is taken from the ACE Guide or National PONSI Guide.

The following programs and courses are found in The National Guide to Educational Credit for Training Programs, American Council on Education (**ACE Guide**.) Additional courses are found in the ACE Guide that are not included in the list below:

1. American Institute for Chartered Property Casualty Underwriters/Insurance Institute of America
 - Chartered Property Casualty Underwriter (CPCU) (11 courses)
 - Program in General Insurance INS21, INS22, INS23
 - Accredited Advisor In Insurance Program (AAI)
 - Associate in Claims Program (AIC)
 - Associate in Insurance Accounting and Finance Program (AIAF)
 - Associate in Management Program (AIM)
 - Associate in Marine Insurance Management Program (AMIM)
 - Associate in Premium Auditing Program (APA)
 - Associate in Risk Management Program (ARM)
 - Associate in Underwriting Program (AU)
 - Introduction to Claims
 - Introduction to Property and Liability Insurance – only version two: Nov. 2000-present
 - Introduction to Risk Management
 - Introduction to Underwriting
2. American Educational Institute, Inc.
 - Insurance coverage and claims law training (99 courses)
3. Certified Employee Benefit Specialist Program
 - CEBS (14 courses)
4. College for Financial Planning
5. CFP - Certified Financial Planner Professional Educational Program (6 courses) Fidelity Investments (10 courses)
6. Illinois Fire Service Institute
 - Fire service education (22 courses)
7. National Emergency Training Center
 - Fire and emergency management (128 courses)

The following programs and courses are found in the College Credit Recommendations and The Directory of the National Program on Noncollegiate Sponsored Instruction (**National PONSI**.) Additional courses may be found in the National PONSI that are not included in the list below:

1. International Claim Association
 - Courses # C1, C2, C3, C4
2. Life Office Management Association, Inc. (LOMA)
 - FLMI - Fellow, Life Management Institute Insurance Education Program
 - FFSI (Fellow, Financial Services Institute) Education Program
3. New York City Fire Department
 - New York City Fire Academy
 - Emergency Medical Service Division

The following institutions were previously evaluated in the ACE Guide or National PONSI, but have not sought current evaluation. If a student can provide proof of completion from an earlier edition of these guides he or she may earn credit for:

- American International Group, Inc.
- Crawford Risk Management Services
- Employee Benefits Education and Planning Service, Inc.
- Health Insurance Association of America (HIAA)
- Insurance Data Management Association (IDMA)
- Insurance Educational Association (IEA)
- Life Underwriter Training Council
- Professional Insurance Agents Association (PIA)
- Marsh & McLennan Insurance Brokerage Operations
- Merrill Lynch & Co. Inc.

National Testing and Evaluation

HOURS CREDIT GE

MANAGEMENT NATIONAL TESTING

National Certified Public Manager Consortium (ACE Guide Evaluated)

Certified Public Manager

Alabama (March 1991 – December 2002), **Kansas** (January 1993 – December 2002), **Mississippi** (March 1991 – December 2002), **Ohio** (September 1998 -- 2005), **Oklahoma** (March 1991 -- December 2002), **Utah** (January 1991 – December 2002), **Wisconsin** (March 1991 – December 2002) 15.0 UD

Arkansas (March 1991 – December 2002) 9.0 UD

PAYROLL NATIONAL TESTING

American Payroll Association (ACE Credit by Exam Evaluated)

Certified Payroll Professional (CPP)

– Prior to June 1991	3.0 LD
– June 1991-December 2001	11.0 LD and 1.0 LD S/T
– September 2002 to present	14.0 LD and 1.0 LD S/T

National Testing and Evaluation

HOURS CREDIT GE

PRODUCTION AND INVENTORY CONTROL NATIONAL TESTING

American Production and Inventory Control Society (APICS)

(ACE Credit by Exam Evaluated)

Certified in Integrated Resource Management (CIRM)-April 1991 to present	Max credit <u>9.0 UD</u>
Identifying and Creating Demand <i>and</i> Enterprise Concepts and Fundamentals	3.0 UD
Designing Products and Processes <i>and</i> Delivering Products and Services	3.0 UD
Integrated Enterprise Management	3.0 UD
<hr style="border-top: 1px dashed black;"/>	
Certified in Production and Inventory Management (CPIM)-September 2000 to present	max credit <u>9.0 LD/UD</u>
Basics of Supply Chain Management	3.0 LD
Master Planning of Resources (must complete all three exams for credit award) <i>and</i> Detailed Scheduling and Planning <i>and</i> Execution and Control of Operations	3.0 UD
Strategic Management of Resources	3.0 UD

**Please see the National PONS I for evaluation of earlier versions of these exams and in some cases, credit recommendations for individual exam which here are paired.

National Testing and Evaluation

HOURS	CREDIT	GE
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PURCHASING NATIONAL TESTING

Institute for Supply Management (ISM)
(formerly known as: National Association of Purchasing Management)
(National PONS)

Certified Purchasing Manager (CPM)		Total:	
Version 1	January 1980 – December 1984	3.0 UD	See breakdown of credits by subject area in section below.
Version 2	January 1985 – December 1992	9.0 UD	
Version 3	June 1992 – April 1997	9.0 UD	
Version 4	May 1997 -- December 2000	9.0 UD	
Version 5	January 2001 -- present	9.0 UD	

For each of the versions a candidate must pass all four modules to benefit from the credit recommendation. (Version 1 & 2 recommended titles do not match exam titles. Use titles below.)

Breakdowns:

Version 1	Purchasing/Purchasing Management	3.0 UD

Version 2	Purchasing/Materials Management, Procurement, or Acquisition	3.0 UD
	General Business Administration	3.0 UD
	Purchasing, Operations, or Materials Management	3.0 UD

Version 3 & Version 4	Procurement, Purchasing, or Acquisitions	3.0 UD
	Materials Management, Logistics, or Inventory Control	3.0 UD
	Elective – General Business Administration	3.0 UD
Version 5	Procurement, Purchasing or Acquisitions	3.0 UD
	Advanced Purchasing or Supply elective	3.0 UD
	General Management or Human Resource Management	3.0 UD

***NOTE:** For any version all four modules must be passed to receive credit*

*Accredited Purchasing Practitioner Examination (January 2001 -- present)	Total: 4.0 UD
	Breakdown:
Procurement, Purchasing or Acquisitions	3.0 UD
General Business Administration Elective	1.0 UD

****NOTE:** There is duplication between this examination and the first two modules of the CPM examination. Credit award for the CPM will be reduced by 4.0 UD for students holding both certifications.*

National Testing and Evaluation

HOURS CREDITS GE

SCUBA DIVING NATIONAL TESTING

Professional Association of Diving Instructors (PADI)

(ACE Guide Evaluated)

a) Open Water Diver: January 1978 to present	30 hrs	1.0 LD*
b) Advanced Open Water Diver: January 1980 to present	23 hrs	1.0 LD*
c) Rescue Diver: January 1984 to present	25 hrs	1.0 LD*
d) Divemaster: January 1985 to present	50 hrs	2.0 LD*
f) Instructor Development, version 1: August 1984 – August 2000	57.5 hrs	2.0 UD*
g) Instructor Development, versions 2 & 3: September 2000 to present	57.5 hrs	3.0 UD*

* Additional PADI licenses are listed in the ACE guide.

***Note:** These certificates earn **P. E. activity credit**. A max of 4.0 P.E. credits can be applied to a student's program.

Scuba Schools International (SSI)

(ACE Guide Evaluated)

a) Dive Control Specialist (October 1991 – 2004)	2.0 LD*
b) Diver Stress and Rescue (October 1991-- 2004)	Non-transferable - vocational
c) Open Water Diver (October 1991 – 2004)	1.0 LD*
d) Open Water Instructor (October 1991 – 2004)	3.0 UD*

***Note:** These certificates earn **P. E. activity credit**. A max of 4.0 P.E. credits can be applied to a student's program.

Note: Additional Scuba courses evaluated in the Certification portion of this Quick List.

National Testing and Evaluation

HOURS CREDITS GE

SECRETARIAL NATIONAL TESTING

International Association of Administrative Professionals (IAAP)

(ACE Credit by Exam Evaluated)

Formerly known as: Professional Secretaries Intl.

Certified Administrative Professional (CAP) Examination – May 2001-2004 (See ACE Credit by Exam for Nov. 2004 – present credit recommendation)

I. Finance and Business Law	3 in Business Law and 3 in Macroeconomics and 4 in Accounting	(10.0 LD)	
II. Office Systems and Administration	3 in Introduction to Computer Concepts or Data Processing and 3 in Computer Applications and 3 in Business Communications and 3 in Office Procedures and 1 in Keyboarding	(13.0 LD)	3.0 Communication Arts
III. Management	3 in Introduction to, or Principles of, Management and 3 in Human Relations and 3 in Human Resource Management	(9.0 LD)	
IV. Organization Planning	2 in Leadership and 3 in Human resource Management and 3 in Human Organization Behavior	(9.0 LD)	

Certified Professional Secretary – May 1971 – October 1994 (See ACE Credit by Exam for Nov. 1994 – present credit recommendation)

Part I	Behavioral Science in Business		
	Version 1 & 2	May 1971 – May 1986	3.0 LD
	Version 3	June 1986 – October 1994	(5.0 LD)
			3.0 Social Science
Part II	Business Law		3.0 LD
Part III	Economics and Management		
	Version 1	May 1971 – October 1981	6.0 LD
	Version 2	November 1981 – May 1986	5.0 LD
	Version 3	June 1986 – October 1994	8.0 LD
Part IV	Accounting	May 1971 – October 1994	4.0 LD
Part V	Office Administration & Communication (effective 1984)		
	Version 1	May 1971 – October 1981	0
	Version 2	November 1981 – May 1986	3.0 LD
	Version 3	June 1986 – October 1994	(7.0 LD)
			3.0 Communication Arts
Part VI	Office Technology (effective 1984) (formerly Office Procedures and Administration)		
	Version 1	May 1971 – October 1981	6.0 LD
	Version 2	November 1981 – May 1986	3.0 LD
	Version 3	June 1986 – October 1994	6.0 LD

Continued on next page

National Testing and Evaluation

HOURS CREDITS GE

SECRETARIAL NATIONAL TESTING CONT.

Certified Professional Secretary (CPS) Examination – Nov. 1994 – December 2002

I. Finance and Business Law	3 in Business Law and 3 in Macroeconomics and 4 in Accounting	10.0 LD	
II. Office Systems and Administration	3 in Introduction to Computer Concepts or Data Processing and 3 in Computer Applications and 3 in Business Communications and 3 in Office Procedures	(12.0 LD)	3.0 Communication Arts
III. Management	3 in Introduction to, or Principles of Management and 3 in Human Relations and 3 in Human Resource Management	9.0 LD	

*All credit recommendations are in the lower division baccalaureate/ associate degree level.

TRAVEL AGENCY NATIONAL TESTING

The Travel Institute

Formerly known as: Institute of Certified Travel Agents (ICTA)
(ACE Guide Evaluated)

Certified Travel Counselor Certification – (Formerly CTC Travel Management Program)

Version 1: (January 1980 – December 1995)

150 hrs.
(approx)

1. Introduction to Travel and Tourism	3.0 UD	Social Science
2. Travel Industry Business Management	3.0 UD	
3. Travel Industry Marketing	3.0 UD	
4. Travel Industry Sales	3.0 UD	

* Student must have completed the entire program and earned the CTC designation.

Version 2: (January 1996 – March 2002)

200 hrs.
(approx)

1. Introduction to Travel and Tourism	3.0 UD	
2. Travel Industry Management	3.0 UD	
3. Travel Industry Operations	3.0 UD	
4. Travel Industry Sales	3.0 UD	

Version 3: (April 2002 – December 2005)

150 hrs.
(approx)

1. Travel Industry Business and Financial Planning	4.0 UD	
2. Travel Industry Issues	4.0 UD	
3. Advanced Business Communications	4.0 UD	Communication Arts

Certified Travel Associate (CTA)

(July 1997-- December 2005)

1. Business Communications	3.0 LD	Communication Arts
2. Geography	3.0 LD	
3. Principles of Sales	3.0 LD	
4. Introduction to the Travel Industry	3.0 LD	

Licenses

	HOURS	CREDIT	GE
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AVIATION LICENSES

Federal Aviation Administration (FAA)

1. Private Pilot: (no credit without license)		<u>Max Total Credits</u>	
a) Navigation Course		2.0 LD	
b) Meteorology Course		2.0 LD	Physical/Biological Science
<i>NOTE: a) + b) is equal to ground school at a community college.</i>			
c) License	(min. flight time=40 hrs)	<u>1.0 LD</u>	
* Navigation course and Meteorology course credit will be awarded only once.	Max Total Credits	5.0 LD	

2. Commercial Pilot: (no credit without license)			
a) Navigation Course		2.0 UD	
b) Meteorology Course		2.0 UD	Physical/Biological Science
c) License	(min. flight time=250 hrs)	<u>1.0 UD</u>	
* Navigation course and Meteorology course credit will be awarded only once.	Max Total Credits	5.0 UD	
<i>(additional credits awarded if listed on private or commercial pilot license)</i>			
d) Airplane Single-Engine-Land		1.0 UD	
e) Airplane Single-Engine-Sea		1.0 UD	
f) Airplane Multi-Engine-Land		1.0 UD	
g) Airplane Multi-Engine-Sea		1.0 UD	
h) Instrument Airplane Rating		2.0 UD	
<i>NOTE: Students who submit a Commercial Pilot's license may petition for the Private Pilot's license as well. Credit will be reduced for duplicate coursework (Navigation and Meteorology courses.)</i>			

3. Airplane Transport Pilot: (No credit without license)			
a) Navigation course		3.0 UD	
b) Meteorology course		3.0 UD	Physical/Biological Science
c) License	(min. flight time=1500 hrs)	<u>2.0 UD</u>	
* Navigation course and Meteorology course credit will be awarded only once.	Max Total Credits	8.0 UD	
<i>(additional credits awarded if listed on license)</i>			
d) Airplane Single-Engine-Land		1.0 UD	
e) Airplane Single-Engine- Sea		1.0 UD	
f) Airplane Multi-Engine-Land		1.0 UD	
g) Airplane Multi-Engine-Sea		1.0 UD	
h) Instrument Airplane Rating		3.0 UD	

4. Ground Instructor License: (Must also have appropriate Pilot's License)			
a) Private Pilot (Basic)		1.0 UD	
b) Commercial Pilot		2.0 UD	
c) Air Transport		3.0 UD	
<i>Not cumulative. Award credits for (a) or (b) or (c)</i>			

Continued on next page

Licenses

HOURS CREDIT GE

AVIATION LICENSES CONT.

Federal Aviation Administration (FAA)

5. Flight Instructor License: (Must also have appropriate Pilot's License)

- | | | |
|--|--------|--|
| a) Airplane Single-Engine | 1.0 UD | |
| b) Airplane Multi-Engine | 2.0 UD | |
| c) Instrument Airplane (CFII) (CFII= Certified Flight Instrument Instructor) | 3.0 UD | |

Not cumulative. Award credits for (a) or (b); however, CFII license is additional, i.e., add (c) to (a) or (b)

6. Flight Engineer License

- | | | |
|----------------------------|--------|--|
| a) Propeller Powered | 3.0 UD | |
| b) Turbo Propeller Powered | 4.0 UD | |
| c) Jet Powered | 6.0 UD | |

Not cumulative. Award credits for (a) or (b) or (c)

7. FAA Airframe and Power Plant License (no credit without license)

- | | | |
|---|----------------|----------------------|
| a) *General Aeronautics & Applications | 3.0 LD | |
| b) Aircraft Electrical Systems Theory | 3.0 LD | |
| c) Airframe Structures & Applications | 3.0 LD | Science / Technology |
| d) Airframe Systems & Applications | 3.0 LD | |
| e) Power Plant Theory & Applications | 4.0 LD | (all) |
| f) Aircraft Propulsion Systems & Applications | <u>4.0 LD</u> | |
| | 20.0 LD | |

8. FAA Airframe License (no credit without license)

- | | | |
|--|----------------|----------------------|
| a) *General Aeronautics & Applications | 3.0 LD | |
| b) Aircraft Electrical Systems Theory | 3.0 LD | Science / Technology |
| c) Airframe Structures & Applications | 3.0 LD | |
| d) Airframe Systems & Applications | <u>3.0 LD</u> | (all) |
| | 12.0 LD | |

9. FAA Power Plant License (no credit without license)

- | | | |
|---|---------------|----------------------|
| a) *General Aeronautics and Applications | 3.0 LD | Science / Technology |
| b) Power plant Theory & Applications | 4.0 LD | |
| c) Aircraft Propulsion Systems & Applications | <u>4.0 LD</u> | (all) |

*This course is common to both Airframe and Power Plant Licenses. If Airframe and Power Plant Licenses are submitted separately, total credit allowed is 20 credits. **11.0 LD**

Licenses

HOURS CREDIT GE

CONTRACTOR LICENSES

Various States

General Contractors License

Credit is awarded only for the following state's contractor licenses:

Arizona:	Commercial Contractor	3.0 LD
	Residential Contractor	3.0 LD
California:	General Engineering Contractor (A)	3.0 LD
	General Building Contractor (B)	3.0 LD
Florida	General Contractor	3.0 LD
New Mexico:	Residential Building Construction (GB-2)	1.5 LD
	General Building Construction (GB-98)	3.0 LD
Utah:	General Engineering Contractor (E100)	3.0 LD
	General Building Contractor (B100)	3.0 LD
	Residential & Small Commercial Contractor (R100)	3.0 LD

Notes: It is not necessary to submit coursework if the license is submitted for credit.

COSMETOLOGY LICENSE

Cosmetology License

10.0 LD

* The state issued license must be provided for this credit recommendation. Only elective credit will be awarded.

CUSTOMS BROKER LICENSES

U.S. Customs and Border Protection

Formerly housed in the Department of the Treasury

Customs Broker License

6.0 UD

Licenses

HOURS CREDITS GE

INSURANCE LICENSES

1.	Life and Disability (Life & Health)	2.0 LD
2.	Life Agent	1.0 LD
3.	Property and Casualty	2.0 LD
4.	Fire or Property Broker-Agent	1.0 LD
5.	General Lines	2.0 LD

Copy front and back of license

Note: 1.0 LD credit can be awarded for each additional line of insurance.

RADIOTELEPHONE OPERATOR LICENSES

Federal Communication Commission (FCC)

1. **Commercial Credit** will only be awarded for the following:

General Radiotelephone Operator License	3.0 LD + 1.0 UD
---	--------------------

2. **Amateur Credit** will be awarded for one of the Amateur Operating Licenses below:

a) General Class (Telegraphy and Telephony)	1.0 LD
b) Advanced Class (Telegraphy, Telephony, Teletype & TV)	3.0 LD
c) Amateur Extra Class	4.0 LD

NOTE: 4 credits is the maximum credit award for the three Amateur Classes.

REAL ESTATE LICENSES

Sales:

Real Estate Sales License (Only)*	1.0 LD
-----------------------------------	--------

* 1.0 credit is given for the license alone. The student may also submit proof of completion and proof of clock hours for pre-licensure and continuing education courses for potential credit. See "Real Estate Courses" section.

* Conditional licenses are not awarded credit.

Brokers:

Real Estate Broker License (Only)*	3.0 UD
------------------------------------	--------

* 3.0 credits is the maximum. Pre-licensure courses duplicate credit given for the license.

NOTE: Credit can be awarded for both Real Estate Sales and Real Estate Broker licenses.

NOTE: A student may only earn credit for one salesperson and one broker license. Multiple states licenses will not be evaluated as content will duplicate previous state's training.

Licenses

HOURS CREDITS GE

SECURITIES LICENSES

Financial Industry Regulatory Authority (FINRA) Formerly the National Association of Securities Dealers (NASD)

Student can obtain duplicate copies of score reports by choosing one of two options:

- 1.) Contact the firm they are registered with for a copy, or
- 2.) Call FINRA (301-590-6500) or go to www.finra.org to search for a "snapshot" request. The snapshot will be mailed to the student's home.

FINRA -Financial Industry Regulatory Authority

Series		Passing Symbol	
Series 3	National Commodity Futures Examination	CF/CR	3.0 UD
Series 4	Registered Options Principal	OP	1.0 UD
Series 6	Investment Company Products / Variable Contracts Limited Representative	IR	1.5 UD
Series 7	Full Registration/General Securities Representative (The Series 11 license leads up to this license.)	GS	3.0 UD In order to avoid duplication, we can only award 2.0 UD credits for Series 7, if the student has already received 1.0 UD credits for Series 11.
Series 8	General Securities Sales Supervisor (No longer offered. Replaced by Series 9/10)	SU	3.0 UD
Series 9	General Securities Sales Supervisor	SU	0.5 UD
Series 10	Regulation of Options	SU	3.0 UD
Series 11	Assistant Representative (This license leads up to the Series 7 license.)	AR	1.0 UD
Series 22	Direct Participation Program Limited Representative	DR	2.0 UD
Series 23	General Securities Principal – Sales Supervisor Module	GP	3.0 UD
Series 24	General Securities Principal	GP	3.0 UD
Series 26	Investment Company Products / Variable Contracts Limited Principal	IP	3.0 UD

Continued on next page

Licenses

HOURS CREDITS GE

SECURITIES LICENSES CONT. . .
Financial Industry Regulatory Authority (FINRA)
Formerly the National Association of Securities Dealers (NASD)

Series 27	Financial and Operations Principal	FN	3.0 UD
Series 28	Introducing Broker/Dealer Financial and Operations Principal	FI	2.0 UD
Series 39	Direct Participation Program Principal	DP	1.5 UD
Series 42	Registered Options Representative	OR	2.0 UD
Series 51	Municipal Fund Securities Principal	PP	2.0 UD
Series 52	Municipal Securities Representative	MR	2.0 UD
Series 53	Municipal Securities Principal	MP	1.5 UD
Series 55	Equity Trader Limited Representative		1.0 UD
Series 62	Corporate Securities Limited Representative		1.5 UD
Series 63	Uniform Securities Agent State Law Examination	AG	1.5 UD
Series 65	Uniform Investment Advisor Law Examination	RA	3.0 UD
Series 66	Uniform Combined State Law (combination of Series 63 and Series 65)	AG and / or RA	4.5 UD (combination of Series 63 & 65 awards)
Series 72	Government Securities Limited Representative		1.5 UD
Series 82	Limited Representative – Private Securities Offerings Representative		1.5 UD
Series 86 and 87	Research Analyst (both Series must be completed for credit award.)	RS	2.0 UD

Certifications	HOURS	CREDITS	GE
ACCOUNTING CERTIFICATIONS			
Internal Revenue Service			
Certificate of Enrollment to Practice – Enrolled Agent	(Elective credit only)	3.0 UD	
ENGINEERING CERTIFICATIONS			
American Association of Cost Engineers			
Certified Cost Engineer		6.0 LD	
Society of Manufacturing Engineers			
Certified Manufacturing Engineer (CMFGE)		9.0 UD	Science/ Technology
ESTIMATING CERTIFICATIONS			
American Society of Professional Estimators			
Certified Professional Estimator (CPE)		6.0 UD	
Society of Cost Estimating and Analysis (SCEA)			
Formerly known as: National Estimating Society			
Certified Cost Estimator / Analyst (CCE/A)		6.0 UD	
HUMAN RESOURCES CERTIFICATIONS			
Human Resource Certification Institute (HRCI)			
Formerly known as: Personnel Accreditation Institute (PAI)			
Formerly known as: American Society for Personnel Administration			
Also known as: Society for Human Resource Management			
Professional In Human Resources Certificate <i>or</i>			Max credit award
Senior Professional In Human Resources Certificate		<u>11.0 UD</u>	
Strategic Management		2.0 UD	
Workforce Planning and Employment		2.0 UD	
HR Development		2.0 UD	
Total Rewards (Compensation/Benefits)		2.0 UD	
Employee and Labor Relations		2.0 UD	
Risk Management		1.0 UD	

NOTE: A student is eligible to receive credit for only one certificate.

NOTE: Credit can not be given for the HRCI study group course since it duplicates the material in the certificate.

NOTE: This certificate duplicates coursework in the BSB/HRM v.24.

The following will reduce the credit award for the certificate:

1. MGT 431 *HR Management*: reduce by 3 credits.
2. MGT 434 *Employment Law*: reduce by 2 credits
3. University of Phoenix Certificate Program in HR Management : No credit awarded if credit already given to HRCI certificate
4. Other HR courses will be evaluated on an individual basis to determine duplication in the areas of:
 - Compensation - reduce by 1.0 credits
 - Benefits - reduce by 1.0 credits
 - Safety and Health - reduce by 2.0 credits

Certifications

HOURS CREDITS GE

NOTE: Certificate may duplicate UOP programs. Each student will be evaluated and awarded credit based on their degree program to avoid duplication. Credit awarded cannot replace core classes. **Continued on next page**

HUMAN RESOURCES CERTIFICATIONS CONT.

Canadian Council of Human Resource Associations (CCHRA)

Certified Human Resource Professional 6.0 UD

Note: This recommendation is valid until January 1, 2011. At that time a Bachelor Degree or Applied Degree from a community college will be required to be awarded the CHRP designation.

INFORMATION SYSTEMS SECURITY

(ISC²)[®]

Certified Information Systems Security Professional (CISSP) 5.0 UD Sci. / Tech.

Note: Credit should not be awarded for coursework leading up to this certificate as it would duplicate the above award.

LEGAL ASSISTANT CERTIFICATIONS

National Association of Legal Assistants

Certified Legal Assistant / Paralegal (CLA / CP) Max credit
15.0 LD/UD
 (Credit is awarded in designated areas. Courses on additional transcripts that appear similar to these courses will be eliminated for duplication.)

Business Communications	3.0 LD	Comm. Arts
Ethics	2.0 LD	Humanities
Legal Research	3.0 LD	
Law Office Management	3.0 UD	
Substantive Law	4.0 UD	

PROJECT MANAGEMENT CERTIFICATIONS

Project Management Institute (PMI)

Project Management Professional Certification Max credit
6.0 LD/UD

Introduction to Project Management	3.0 LD
Project Management Application	3.0 UD

NOTE: This certificate duplicates MGT/437.

Certifications

HOURS CREDITS GE

QUALITY CERTIFICATIONS

American Society for Quality (ASQ)

Quality Auditor	4.0 UD	Science / Technology
Quality Engineer	6.0 UD	Science / Technology
Quality Technician	4.0 LD	Science / Technology
Quality Manager of Quality / Organizational Excellence (formerly Quality Manager)	6.0 LD	
Quality Improvement Associate	1.0 LD	

Credit may be reduced if duplication with coursework is found.

Quality certifications continued on next page

Certifications

HOURS CREDITS GE

QUALITY CERTIFICATIONS CONT . . .
Six Sigma Qualtec (SSQ)

(ACE Guide Evaluated)

Benchmarking Workshop (B2000T) (Aug 91 – Dec 99)	1.0 UD
Benchmarking Workshop Instructor (B2010T) (May 88 – Dec 99)	1.0 UD
Instructor in New Quality Techniques (Jul 94 – Dec 00)	1.0 UD
Key Business Process Planning (KB100T) (<i>2 modules</i>) (Jan 94 – Dec 00)	2.0 LD
<i>NOTE: One semester hour of credit is recommended for each module.</i>	
Planning and Implementing: TQM (EB100T) (Jan 90 – Dec 99)	1.0 UD
Black Belt Manufacturing (formerly Quality Control [B2010T]) (Jul 98 – present)	6.0 UD
Quality Function Deployment (QF400T) (Jul 92 – Dec 99)	1.0 UD
Quality Function Deployment Instructor (QF410T) (Nov 93 – Dec 00)	1.0 UD
Quality Improvement Story Workshop (QI100T) (Sep 94 – Dec 00)	1.0 LD
Statistical Tools and Techniques (SC800T) (Mar 89 – Dec 99)	2.0 LD
Statistical Tools and Techniques Instructor (SC801T) (Jan 92 – Dec 99)	2.0 LD
TQM: Facilitator Skills Instructor Training (FL310T) (Jul 87 – Dec 99)	2.0 UD
TQM: Facilitator Skills Training (FL300T) (Jul 87 – Dec 99)	2.0 UD
TQM: Managing Quality Improvement (MQ400T) (Jul 87 – Dec 99)	1.0 UD
TQM: Managing Quality Improvement Instructor (MQ410T) (Jul 87 – Dec 99)	1.0 UD
TQM: Managing the Supplier Quality Improvement Process (V1700T) (Sep 92 – Dec 99)	1.0 UD
<i>NOTE: This course duplicates Quality Supplier Process (VI900T)</i>	
TQM: Policy Management for Managers (PM200T) (Jan 92 – Dec 99)	1.0 UD
TQM: Process Management (PM500T) (Nov 92 – Dec 99)	2.0 UD
<i>NOTE: This course duplicates Quality in Daily Work (QD700T)</i>	
TQM: Process Management Instructor (PM510T) (Jan 93 – Dec 99)	1.0 UD
<i>NOTE: This course duplicates Quality in Daily Work Instructor (QD710T)</i>	
TQM: Seven New Quality Control Tools (QC100T) (Oct 92 – Dec 99)	1.0 UD
TQM: Team Leader (TL200T) (May 86 – Dec 99)	2.0 UD
TQM: Team Leader Instructor (TL210T) (Aug 86 – Dec 99)	2.0 UD
TQM: Team Member Training (TM100T) (May 88 – Dec 99)	1.0 UD
TQM: Voice of the Business (VB500T) (Jan 92 – Dec 99)	1.0 UD
TQM: Voice of the Customer (VC500T) (Jan 92 – Dec 99)	1.0 UD

Certifications

HOURS CREDITS GE

REAL ESTATE CERTIFICATION

Worldwide Employee Relocation Council (ERC®)

Certified Relocation Professional (CRP) 1.0 UD

Institute of Real Estate Management (IREM®) – National Association of Realtors®

Certified Property Manager (CPM) 6.0 UD

National Association of Real Estate Appraisers

Certified Real Estate Appraiser (CREA) 1.0 LD

National Association of Realtors

1. Council of Residential Specialist (CRS) 3.0 UD

(Formerly the Certified Residential Specialist [CRS])

All states accepted as facilitators.

(must complete all sections; partial credit not appropriate)

2. Graduate, Realtors Institute (GRI) 3.0 LD

All states accepted as facilitators.

(must complete all sections; partial credit not appropriate)

SCUBA DIVING CERTIFICATIONS

National Association of Underwater Instructors (NAUI)

(Certificate, license or proof of course completion required)

Skin Diver Course 1.0 LD*

Scuba Diver Course 1.0 LD*

Advanced Scuba Diver Course 1.0 LD*

***Note:** These certificates earn **P. E. activity credit**. A max of 4.0 P.E. credits can be applied to a student's program.

Computer Training

HOURS CREDIT GE

ASCENDANT LEARNING LLC

Security Certified Program Certifications

Security Certified Network Specialist (SCNS)

Tactical Perimeter Security	2.0 LD	Science / Technology
-----------------------------	--------	-------------------------

Security Certified Network Professional (SCNP)

Network Security Fundamentals	2.0 LD	Science /
Network Defense & Countermeasures	2.0 LD	Technology

Security Certified Network Architect (SCNA)

PKI & Biometric Concepts & Planning	2.0 LD	Science /
PKI & Biometrics Implementations	2.0 LD	Technology

BASIC COMPUTER APPLICATIONS

Basic computer application courses will be combined for a maximum credit award.

Max credit
4.0 LD

Examples of basic computer applications: Adobe Acrobat, Photoshop, FreeHand, Microsoft Access, Excel, PowerPoint, Word, Outlook, Lotus Notes, Quick Books, DreamWeaver, etc.

Computer Training

HOURS CREDITS GE

CISCO SYSTEMS COMPUTER TRAINING

Cisco Certified Network Associate (CCNA)

- | | HOURS | CREDITS | GE |
|--|-------|---------|------------------|
| <ul style="list-style-type: none"> Interconnecting Cisco Network Devices (ICND) | 2.5 | LD | Science / Techn. |

Cisco Certified Network Professional (CCNP)

- | | | | |
|---|-----|----|------------------|
| <ul style="list-style-type: none"> Building Cisco Multilayer Switched Networks (BCMSN) | 2.5 | LD | |
| <ul style="list-style-type: none"> Building Cisco Remote Access Networks (BCRAN) | 2.5 | LD | Science / Techn. |
| <ul style="list-style-type: none"> Building Scalable Cisco Internetworks (BSCI) | 2.5 | LD | |
| <ul style="list-style-type: none"> Cisco Internetwork Troubleshooting (CIT) | 2.5 | LD | |

Cisco Certified Internetwork Expert (CCIE) - Routing & Switching

- | | | | |
|---|-----|----|------------------|
| <ul style="list-style-type: none"> Building Scalable Cisco Networks (BSCN) | 2.0 | LD | |
| <ul style="list-style-type: none"> Cisco Internetwork Design (CID) | 2.0 | LD | |
| <ul style="list-style-type: none"> Cisco Internetwork Troubleshooting (CIT) | 2.0 | LD | Science / Techn. |
| <ul style="list-style-type: none"> Installation & Maintenance of Cisco Routers (IMCR) | 2.0 | LD | |
| <ul style="list-style-type: none"> Interconnecting Cisco Network Devices (ICND) | 2.0 | LD | |
| <ul style="list-style-type: none"> SNA Configuration for Multiprotocol Administrators (SNAM) | 2.5 | LD | |

Cisco Certified Design Associate (CCDA)

- | | | | |
|--|-----|----|------------------|
| <ul style="list-style-type: none"> Designing Cisco Networks (DCN) | 1.5 | LD | Science / Techn. |
|--|-----|----|------------------|

Cisco Certified Design Professional (CCDP)

- | | | | |
|---|-----|----|------------------|
| <ul style="list-style-type: none"> Building Cisco Multilayer Switched Networks (BCMSN) | 2.5 | LD | |
| <ul style="list-style-type: none"> Building Cisco Remote Access Networks (BCRAN) | 2.5 | LD | Science / Techn. |
| <ul style="list-style-type: none"> Building Scalable Cisco Internetworks (BSCI) | 2.5 | LD | |
| <ul style="list-style-type: none"> Cisco Internetwork Design (CID) | 2.5 | LD | |

Cisco Certified Internetwork Professional (CCIP)

- | | | | |
|--|-----|----|------------------|
| <ul style="list-style-type: none"> Advanced Networking Issues | 2.5 | LD | |
| <ul style="list-style-type: none"> Building Scalable Cisco Internetworks (BSCI) | 2.0 | LD | Science / Techn. |
| <ul style="list-style-type: none"> Implementing Cisco Multicast (MCAST) | 2.0 | LD | |
| <ul style="list-style-type: none"> Implementing Cisco QOS (QOS) | 2.0 | LD | |

Cisco Certified Internetwork Expert (CCIE) - Service Provider

- | | | | |
|--|-----|----|------------------|
| <ul style="list-style-type: none"> Advanced MPLS VPN Solutions | 1.0 | LD | |
| <ul style="list-style-type: none"> Basic IP Multicast | 1.5 | LD | |
| <ul style="list-style-type: none"> Building Scalable Cisco Networks (BSCN) | 2.0 | LD | |
| <ul style="list-style-type: none"> Cisco Internetwork Design (CID) | 2.0 | LD | |
| <ul style="list-style-type: none"> Cisco Internetwork Troubleshooting (CIT) | 2.0 | LD | |
| <ul style="list-style-type: none"> Cisco VPN Solution Product Training (VPNSC) | 1.0 | LD | Science / Techn. |
| <ul style="list-style-type: none"> Configuring BGP on Cisco Routers | 1.0 | LD | |
| <ul style="list-style-type: none"> Implementing Cisco Multicast (MCAST) | 2.0 | LD | |
| <ul style="list-style-type: none"> Installation & Maintenance of Cisco Routers (IMCR) | 2.0 | LD | |
| <ul style="list-style-type: none"> Interconnecting Cisco Network Devices (ICND) | 2.0 | LD | |
| <ul style="list-style-type: none"> MPLS Technology Essentials (MILSTE) | 1.0 | LD | |

Cisco Certified Internetwork Expert (CCIE) - Security

- | | | | |
|---|-----|----|------------------|
| <ul style="list-style-type: none"> Building Cisco Remote Access Networks (BCRAN) | 2.0 | LD | |
| <ul style="list-style-type: none"> Cisco Secure Intrusion Detection System (CSIDS) | 1.0 | LD | |
| <ul style="list-style-type: none"> Cisco Secure PIX Firewall Advanced (CSPFA) | 2.0 | LD | |
| <ul style="list-style-type: none"> Cisco Secure PIX Firewall Fundamentals (CSPFF) | 1.0 | LD | Science / Techn. |
| <ul style="list-style-type: none"> Cisco Secure Virtual Private Network (CSVPN) | 2.0 | LD | |
| <ul style="list-style-type: none"> Managing Cisco Network Security (MCNS) | 2.0 | LD | |

Note: Credit awards are for the course or the exam. Credit will not be awarded for coursework / exams that duplicate transfer credit or UOP class work.

Computer Training

HOURS CREDITS GE

CIW

Common Certifications

CIW Associate

- | | | |
|---|--------|-------------------------|
| <ul style="list-style-type: none"> • CIW Foundations | 2.0 LD | Science /
Technology |
|---|--------|-------------------------|

Master CIW Administrator

- | | | |
|--|--------------------------------------|-------------------------|
| <ul style="list-style-type: none"> • CIW Foundations • Server Administrator • Internetworking Professional • Security Professional | 2.0 LD
2.0 LD
2.0 LD
2.0 LD | Science /
Technology |
|--|--------------------------------------|-------------------------|

Master CIW Designer

- | | | |
|---|----------------------------|-------------------------|
| <ul style="list-style-type: none"> • CIW Foundations • Site Designer • E-Commerce Designer | 2.0 LD
2.0 LD
2.0 LD | Science /
Technology |
|---|----------------------------|-------------------------|

Master CIW Enterprise Developer

- | | | |
|--|--|-------------------------|
| <ul style="list-style-type: none"> • CIW Foundations • Application Developer • Database Specialist • Enterprise Specialist • JAVA Script Fundamentals • Object Oriented Analysis & Design • Web Languages | 2.0 LD
2.0 LD
2.0 LD
2.0 LD
2.0 LD
2.0 LD
2.0 LD | Science /
Technology |
|--|--|-------------------------|

Master CIW Web Site Manager

- | | | |
|---|--------------------------------------|-------------------------|
| <ul style="list-style-type: none"> • CIW Foundations • Server Administrator • Site Designer • Web Languages | 2.0 LD
2.0 LD
2.0 LD
2.0 LD | Science /
Technology |
|---|--------------------------------------|-------------------------|

COMPTIA COMPUTER TRAINING

Common Certifications

- | | | |
|--|--|-------------------------|
| <ul style="list-style-type: none"> • A+ (full program) • Network+ • Server+ • Linux+ • IT Project+ • Security+ | 4.0 LD
2.0 LD
2.0 LD
2.0 LD
2.0 LD
2.0 LD | Science /
Technology |
|--|--|-------------------------|

INFORMATION SYSTEMS AUDIT AND CONTROL ASSOCIATION (ISACA) FORMERLY KNOWN AS: EDP AUDITORS FOUNDATION

Information Systems Auditor

- | | |
|--|--------|
| Certified Information Systems Auditor (CISA) | 6.0 UD |
|--|--------|

Computer Training

HOURS CREDITS GE

MICROSOFT CORPORATION COMPUTER TRAINING

Common Certifications and Classes

Prior Learning Assessment evaluates and awards credit for standard Microsoft courses and exams. Proof of certification and/or Microsoft transcript are required. Coursework taken to prepare for certification is considered duplication of award for certifications held.

Microsoft Certified Professional (MCP)	0.5 LD	Science / Technology
Microsoft Certified Professional + Internet (MCP+I)	1.5 LD	Science / Technology
Microsoft Certified Professional + Site Building (MCP+SB)	1.0 LD	Science / Technology
Microsoft Certified Systems Administrator (MCSA)		
<ul style="list-style-type: none"> Windows Core Technologies 	3.5 LD	Science / Technology
<ul style="list-style-type: none"> Managing a Microsoft Windows Environment 	2.5 LD	
<ul style="list-style-type: none"> Implementing & Managing Microsoft Exchange 	2.0 LD	
MCSA for Microsoft .NET		
<ul style="list-style-type: none"> Developing Web Applications 	2.5 LD	Science / Technology
<ul style="list-style-type: none"> Developing Windows Applications 	2.5 LD	
<ul style="list-style-type: none"> Developing XML Web Services 	2.0 LD	
<ul style="list-style-type: none"> Analyzing Requirements & Defining Solution Architectures 	1.0 LD	
<ul style="list-style-type: none"> Designing & Implementing Databases with Microsoft SQL Server 	2.5 LD	
Microsoft Certified Systems Engineer (MCSE)		
<ul style="list-style-type: none"> Windows Core Technologies 	3.5 LD	Science / Technology
<ul style="list-style-type: none"> Implementing & Administering a Microsoft Windows Network Infrastructure 	2.5 LD	
<ul style="list-style-type: none"> Implementing, Administering & Designing a Windows Directory Services Infrastructure 	3.5 LD	
<ul style="list-style-type: none"> Designing Security for a Windows Network 	2.5 LD	
<ul style="list-style-type: none"> Designing a Windows Network Infrastructure 	2.0 LD	
Microsoft Certified Application Developer (MCAD)		
<ul style="list-style-type: none"> Developing Web Applications 	2.5 LD	Science / Technology
<ul style="list-style-type: none"> Developing XML Web Services 	2.0 LD	
<ul style="list-style-type: none"> Designing & Implementing Databases with Microsoft SQL Server 	2.5 LD	

Note: (The MCAD is automatically earned if the MCSA for [Microsoft.NET](#) is completed, therefore only one or the other can be awarded to avoid duplication.)

Microsoft continued on next page

Computer Training

HOURS	CREDITS	GE
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MICROSOFT CORPORATION COMPUTER TRAINING CONT. . .

Microsoft Certified Database Administrator (MCDBA)

- | | | |
|--|--------|------------|
| • Administering a SQL Server | 2.5 LD | |
| • Designing & Implementing Databases with Microsoft SQL Server | 2.5 LD | Science / |
| • Installing, Configuring & Administering a Windows Server | 2.5 LD | Technology |
| • Visual Basic Distributed Applications | 2.5 LD | |

Microsoft Certified Trainer (MCT)

not transferable

Microsoft Office User Specialist (MOS) - **Specialist Certifications** in any of the following areas: **Excel, Word, Outlook, PowerPoint,** and **Access**

1.0 LD

Microsoft Office User Specialist (MOS) - Microsoft **Project** 2000, 2002

1.0 UD

NOTE: Per ACE credit by exam

Microsoft Office User Specialist (MOS) - **Expert Certification** in Microsoft **Word** 2000, 2002

1.0 LD

NOTE: Per ACE credit by exam

Microsoft Office User Specialist (MOS) - **Expert Certification** in Microsoft **Excel**

1.0 LD

NOTE: Per ACE credit by exam

Microsoft Office User Specialist for Office XP and 2002 - **Master Certification**

4.0 LD

NOTE: Includes Word Expert exam, Excel Expert exam, & PowerPoint exam, plus either Access or Outlook exams. Credit recommendation taken from ACE credit by exam. This certification does not count towards the 4.0 credit limit for Basic Computer Applications.

Programming with Microsoft Visual Basic.NET

32.5 hrs.

2.0 LD

Science /
Technology

Programming with the Microsoft .NET Framework

32.5 hrs.

2.0 LD

Science /
Technology

Computer Training

HOURS	CREDITS	GE
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NOVELL, INC. COMPUTER TRAINING

Common Certifications

Certified Netware Engineer (CNE)	5.0 LD	Science / Technology
Certified Netware Administrator (CNA)	1.0 LD	Technology

* Students may take courses leading up to these certificates evaluated, but if he /she later sits for the exam, credit for the CNE or CNA can not be awarded because of duplication.

NOTE:

For additional information on Novell courses, please see the Computer National Testing section of this Quick List.

ORACLE COMPUTER TRAINING

Common Certifications

*Oracle 10g Certified Professional Database Administrator (Associate, Professional, or Master level)	1.0 LD	Science / Technology
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***Note:** Courses leading up to this certificate can be evaluated as well, but the credit given for the exam / certificate should be subtracted as duplication.

* Oracle 11g Certified Professional Database Administrator (Associate, Professional, or Master level)	1.0 LD	Science / Technology
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***Note:** Courses leading up to this certificate can be evaluated as well, but the credit given for the exam / certificate should be subtracted as duplication.

Insurance

HOURS CREDIT GE

INSURANCE

Commission for Case Manager Certification – 7/1/95

Formerly known as: of Insurance Rehabilitation Specialist Commission

Certified Case Manager (CCM)	[18.0 UD]	9.0 UD Social Science & 9.0 UD Elective
<p><i>Credit award will be the same for all categories: no additional credit for continuing education license renewal courses.</i></p> <p><i>NOTE: There are several courses & experiential essays that may duplicate the CCM credential. They are:</i></p>		

COURSES

- Negotiation
- Alcoholism
- Personal Financial Management
- Allocation of Time, Money, Resources in Health Care Settings
- Conflict Resolution
- Health Insurance (any kind)
- Chronic Diseases

ESSAYS

- Counseling
- Introduction to Alcoholism Studies
- Life & Health Insurance
- Interdisciplinary Roles & Relationships in Health Care
- Counseling for the Non-Specialist
- General Principles of Insurance
- Community Resources
- Theory & Techniques of Crisis Intervention

Society of Certified Insurance Counselors

Certified Insurance Counselor (CIC)	5.0 UD	
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Society of Certified Insurance Service Representatives

Certified Insurance Service Representative (CISR)	2.0 LD	
<p><i>Must complete all 5 courses to earn certificate. Does not duplicate insurance license. Copy front and back of license</i></p>		

Continued on next page

Insurance

HOURS CREDIT GE

INSURANCE CONT.

Insurance and Risk Management Courses

The following courses are not listed in the ACE/CREDIT or National PONS I Guides but are accepted for evaluation by Prior Learning Assessment:

1. American Institute for Chartered Property and Casualty Underwriters
 - Insurance and risk management courses for continuing educational credit (CE) for state licensing and for continuing professional development (CPD)
2. Claims Processing School
 - Claims courses
3. College of Insurance
 - Insurance and risk management courses
4. Independent Insurance Agents Association (IIAA)
 - Insurance courses sponsored in every state
5. Industrial Commissions or Workers' Compensation Boards
 - In every state, annual legal and medical seminars and training are provided.
6. International Claim Association
 - Insurance claims courses
7. National Association of Insurance Commissioners (NAIC)
 - Multistate insurance licensing and program for initial licensing and continuing education credits for license renewals

8. National Association of Insurance Women (NAIW)
 - Various insurance courses
9. Program in Supervisory Management (SM)
 - Submit in portfolio for review
10. Risk and Insurance Management Society, Inc. (RIMS)
 - Insurance and risk management courses for continuing education credit (CE)
11. Various Insurance Companies
 - Almost all insurance companies have in-house training programs, many of which are worthy of college credit.

Credits will be awarded for the above training programs provided there is no duplication of courses on transcripts, core courses, or other insurance training and educational programs.

American College

- CLU - Chartered Life Underwriter (10 courses)
- ChFC - Chartered Financial Consultant (10 courses)

Insurance Licenses

Insurance Licenses – See Licenses category of this Quick List

Medical

HOURS CREDIT GE

EMERGENCY MEDICAL TECHNICIAN (EMT)

National Registry of Emergency Medical Technicians

	No credit	Not college level
EMT Responder		
EMT-Basic	(4.0 LD)	3.0 Physical / Biological Science, 0.5 Social Science, 0.5 Communication Arts
EMT-Intermediate (1985 or 1999)	(9.0 LD)	4.0 Physical / Biological Science, 1.0 Social Science, 1.0 Communication Arts & 3.0 Elective
EMT-Paramedic	(16.0 LD)	5.0 Physical / Biological Science, 3.0 Social Science, 2.0 Communication Arts & 6.0 Elective

The EMT license must be from a state recognized by The National Registry of Emergency Medical Technicians (NREMT). NOT ALL STATES ARE ON THE NREMT OR USE ALL LEVELS OF THE EMT LICENSE.

To check if your state is part of the NREMT, please visit:
http://www.nremt.org/EMTServices/emt_cand_state_offices.asp

National Highway Traffic Safety Administration (NHTSA)

Emergency Medical Services Instructor Training Program	1.0 UD
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LACTATION

University of California – Los Angeles UCLA Extension

Lactation Educator Training Program	2.0 UD
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LIFE SUPPORT

American Heart Association

a. Advanced Cardiac Life Support Provider (ACLS)	0.5 UD
b. PALS – Pediatric Advanced Life Support	0.5 UD

MEDICAL STAFF SERVICES

National Association Medical Staff Services

Certified Provider Credentialing Specialist (CPCS)	3.0 LD
Certified Professional Medical Services Management (CPMSM)	4.0 UD

Note: Credit can be earned for both certifications. There is some overlap in the exams, but not enough to warrant a deduction of credits.

Medical

HOURS CREDIT GE

NURSING

AACN Certification Corporation

Critical Care Registered Nurse (CCRN) 1.5 UDNN
 Possible duplication with upper division courses in critical care or emergency care. 1.5 UDN

RADIOLOGY

American Registry of Radiologic Technologists (ARRT)

ARRT Primary Certification:

a. Radiography	1.0 UD	Physical / Biological
b. Nuclear Medicine Technology	1.0 UD	Physical / Biological
c. Radiation Therapy	1.0 UD	Science/Tech.
d. Sonography Primary	1.0 LD	Physical / Biological
d. Magnetic Resonance Imaging Primary	1.0 LD	Science/Tech.

ARRT Post Primary Certification:

a. Cardiac-Interventional Radiography	1.0 UD	Phys / Biol
b. Mammography	1.0 LD	Phys/ Biol
c. Computed Tomography	1.0 UD	Science / Tech.
d. Magnetic Resonance Imaging	1.0 UD	Science / Tech.
e. Quality Management	(2.0 UD)	1.0 S/T, 1.0 LD
f. Sonography	1.0 UD	Phys / Bio
g. Bone Densitometry	1.0 UD	Phys / Bio
h. Vascular-Interventional Radiography	1.0 UD	Phys / Bio
i. Vascular Sonography	1.0 UD	Phys / Bio
j. Breast Sonography	1.0 UD	Phys / Bio

Miscellaneous Courses

HOURS CREDITS GE

ACCOUNTING COURSES

H&R Block

Basic Building Blocks	69 hrs.	4.5 LD
(previously know as the H&R Block Basic Income Tax or H&R Block Income Tax course)		

Note: This credit recommendation is taken from the H&R Block Corporate Credit Recommendation Guide (CCRG) as published in the pre-evaluated training section of the Prior Learning Assessment portion of the student web site.

BUSINESS COURSES

Arizona Association of School Business Officials

1. Budget and Finance		1.5 LD
2. Maintenance & Operations		1.5 LD
3. Transportation		1.5 LD

PERSONAL / PROFESSIONAL DEVELOPMENT COURSES

Dale Carnegie & Associates, Inc. (ACE Guide and National PONSI Evaluated)

1. Oral Communications and Interpersonal Skills (Breakthrough to Success, Effective Speaking and Human Relations, or The Dale Carnegie Course)		3.0 LD	Communication Arts
2. Dale Carnegie - Sales Advantage (Principles of Salesmanship, or The Dale Carnegie Sales Course)			
Version 1 January 1983 - September 1995		3.0 LD	
Version 2 October 1995 - December 1999		3.0 LD	
Version 3 January 2000 - present		2.0 LD	
3. Leadership Training for Managers (Dale Carnegie Management Seminar)		2.0 UD	
All Versions from January 1981 - present			
4. Dale Carnegie - High Impact Presentations		1.0 LD	Communication Arts
5. Dale Carnegie - High Performance Teams		1.0 LD	
6. Dale Carnegie - Leadership Advantage		1.0 LD	
7. Dale Carnegie Training Corporate		2.0 LD	Communication Arts
<i>NOTE: Duplication of The Dale Carnegie Course</i>			
8. Dale Carnegie - World Class Customer Service		1.0 LD	
9. Generation Next		1.0 LD	Communication Arts
<i>NOTE: Duplication of The Dale Carnegie Course</i>			
10. New Start		1.0 LD	

Please see ACE Guide or National PONSI for additional Dale Carnegie course evaluations.

**Personal / Professional
Development continued on next
page.**

Miscellaneous Courses

HOURS CREDITS GE

PERSONAL/PROFESSIONAL DEVELOPMENT COURSES, CONT. . .

Stephen R. Covey & Associates

The 7 Habits of Highly Effective People	20 hrs	1.0 LD	Social Science
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Note: This credit recommendation is taken from the Franklin Covey Corporate Credit Recognition Guide (CCRG) as published in the pre-evaluated training section of the Prior Learning portion of the student web site.

Toastmasters International

Competent Communicator (Competent Toastmaster)	2.0 LD	Communication Arts
Advanced Communicator Bronze (Advanced Toastmaster Bronze)	2.0 LD	Communication Arts
Advanced Communicator Silver (Advanced Toastmaster Silver)	2.0 LD	Communication Arts
Advanced Communicator Gold (Advanced Toastmaster Gold)	2.0 LD	Communication Arts

*Advanced Leader Bronze (Competent Leader)	1.0 LD	Elective credit only
*Advanced Leader Silver (Advanced Leader)	2.0 LD	Elective credit only
Distinguished Toastmaster – recognition award	0.0	

If credit is awarded for both leadership courses, student may not submit the PLA essay *Project Management* as it duplicates the credit.

REAL ESTATE COURSES

a) Real Estate Broker Pre-licensure Courses (See note below)	2.0 UD
b) Real Estate Sales Pre-licensure Courses*	Varies*

NOTE: If a student later passes the broker exam and receives a license, he or she can submit the license for the additional 1.0 credit to reach the maximum credit award of 3.0.

* Real Estate Sales pre-licensure requirements vary by state. Students may provide official proof of completion and clock hours for all pre-licensure courses for potential credit.

WRITING COURSES

Institute of Children's Literature

Writing for Children and Teenagers - 1982 – Present	3.0 LD + 3.0 UD
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