



## **Advanced Placement Guidelines**

### **Purpose**

The purpose of this policy is to establish guidelines for academic units who wish to revise acceptable Advance Placement (AP) and College Level Examination Program (CLEP) scores.

### **Persons Affected**

This policy applies to all university faculty and students.

### **Policy Statement**

Stephen F. Austin State University (SFA) offers four options for students to earn college credit through placement programs and national examinations: the College Level Examination Program (CLEP), Advanced Placement Program (AP) of the College Board, International Baccalaureate (IB) Program, and SFA internal examinations.

The Office of Admissions is responsible for reviewing these placement programs and national examinations annually and disseminating information about changes to the appropriate academic units.

### **Revision Procedures for academic units**

To make revisions to minimal scores required to earn course credit earned through AP, CLEP, and IB, academic units will submit requests through the dean to the Undergraduate Council's Curriculum Committee.

- A score of three (3) is the current minimum test score needed to earn course credit through the Advance Placement (AP) Program. An academic unit proposing to raise the minimum score to four (4) or higher on a corresponding AP exam (or a score higher than the minimum score recommended by the American Council of Education on a corresponding CLEP exam) must submit a request to the Provost justifying the need for a higher score.
- A request for a score higher than three (3) must include evidence that a higher score is needed to indicate the student's sufficient preparation for related, more advanced courses for which the lower-division course is a prerequisite.
- Individual academic units may initiate an internal advanced placement program (i.e., a system that allows students to bypass certain courses). To do so, an Academic unit head must submit the request via a memorandum through the dean of the college to the Undergraduate Council's Curriculum Committee for approval.



- Academic units will update their advanced placement programs as part of the university's general catalog revision process.

**Related Statutes or Regulations, Rules, Policies, or Standards**

Tex. Educ. Code § 51.968

General Catalog, Student Handbook and Activities Calendar

**Responsible Executive**

Provost and Executive Vice President for Academic Affairs

**Forms**

SFA Advanced Placement Justification

**Revision History**

September 1, 2023 (original)