

KENNEBEC VALLEY COMMUNITY COLLEGE

**Policy #:**  
2.07

**Effective:**  
11/01/07

**Replaces:**  
07/01/97

**CHALLENGE EXAMINATION POLICY**

Some selected KVCC courses may be challenged; however, challenge exams may not be available for all courses. Challenged course(s) cannot be counted in determining enrollment status nor can they be included in meeting the minimum credit requirements for satisfactory progress for financial aid.

When an appropriate standardized national exam exists, (i.e., CLEP, DANTES, ACT, PEP, etc.) this exam will be required. If no such national exam exists, the required exam shall be comparable to the comprehensive final exam taken by all students in the course. Only one challenge exam per course will be approved by the Department Chair and Academic Dean. The following criteria apply to challenge examinations:

1. The student requesting a challenge exam will show written evidence of prior knowledge or proficiency in the subject area to be challenged. The student must contact the Department Chair as to the availability of the exam and this procedure.
2. Students intending to challenge courses must complete the application and have written approval of Department Chair prior to taking the exam. The student must take the challenge exam prior to the semester in which the course is offered, or, if an entering student, during the first two weeks of the semester.
3. The student must have been accepted in a KVCC catalog program.
4. The student may not retake the challenge exam.
5. In order to receive credit, the student must score 80 or better on the challenge exam.
6. The student will be charged 50% of current tuition rate which must be paid in advance. One third of this fee goes to the faculty member administering the exam and two thirds goes to KVCC.
7. On the transcript credits earned, not the grade achieved, are recorded and such courses are designated with the symbol CE.