



Wes Moore
Governor

Aruna Miller
Lt. Governor

Cassie Motz
Chair

Sanjay Rai, Ph.D.
Acting Secretary

December 1, 2023

Dear President:

Legislation from the 2022 session has been codified as Education Article, § 15-134, Annotated Code of Maryland.¹ Detailed information of what is required of public institutions is provided below.

Credit for Prior Learning Report

This report is due to the General Assembly and Commission on or before December 31 of each year

As required by law, on or before December 31 of each year, each public institution of higher education shall submit a report to the Commission and General Assembly regarding credit awarded by the institution for prior learning examinations during the previous academic year. Under the law, the report shall include:

1. The total number of students awarded academic credit for prior learning examinations;
2. The total number of academic credits awarded to students for prior learning examinations;
3. The total number of academic credits awarded to matriculating students for prior learning examinations, the number of those credits applied toward major requirements, and the number of those credits applied to elective requirements; and
4. Any other information the Commission or the General Assembly requests.

We have enclosed a suggested template for your use to aid you in the submission of these data.² If your institution is unable to report specific data, we recommend you provide a rationale for the missing information and details on how that information will be secured for the next reporting requirement.

Please note that this is a different process from other reporting requirements. The Commission is not a “pass-through agency” of information. Instead, institutions are expected to submit the required information to both the General Assembly (in accordance with § 2–1257 of the State Government Article, Annotated Code of Maryland) *and* the Commission at the same time.

¹ <https://mgaleg.maryland.gov/mgaweb/Laws/StatuteText?article=ged§ion=15-134&enactments=false>

² Please note that, as credit for most standardized examination scores is awarded toward general education requirements, MHEC’s suggested template includes this additional category.

For the purposes of submitting your annual report to Commission, please upload your report using the link below. You will need to submit the same report to the General Assembly in accordance with § 2–1257 of the State Government Article, Annotated Code of Maryland.

Submission link for 2023 annual report on the awarding of credit for prior learning:

https://docs.google.com/forms/d/e/1FAIpQLSfI13RRktzIbdRSSmISk_IIBfmE4fR2kGQ-jRIZ-7-JQSUH2w/viewform?usp=sf_link

Credit for Prior Learning Policies

This is due to the Commission on or before Tuesday, January 9, 2024.

The law requires public institutions, on or before October 1, 2022, to have developed and implemented policies and procedures that accept and award credit for prior learning for specific scores on the following standardized exams:

1. A minimum score of 3 on Advanced Placement (AP) examinations, and
2. A minimum score of 50 on College-level Examination Program (CLEP) examinations.

Additionally, public institutions were required to have policies and procedures that determine the minimum required score for awarding academic credit on the Cambridge Advanced International Certificate of Education Diploma Program examination (Cambridge) and the International Baccalaureate (IB) diploma program examination.

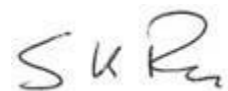
Last year institutions revised their policies and were ask to submit them to MHEC. For this year, institutions should again submit the current and relevant policies and procedures using the form link provided below. Institutions should submit their current policies and procedures, even if no revisions have been made since last year. The submission due date is January 9, 2024, using the link below. Institutional policies will be posted to the MHEC website, as required by law.

Submission link for policies regarding credit for prior learning:

https://docs.google.com/forms/d/e/1FAIpQLSfte5NxrduXyTQOAShVTYmBwT-Qg5uz33iWtCvhiySLBgnpWA/viewform?usp=sf_link

Questions regarding these reporting requirements can be directed to Dr. Emily A. A. Dow, Assistant Secretary for Academic Affairs (emily.dow@maryland.gov). Thank you for your attention to this matter.

Sincerely,



Sanjay Rai, Ph.D.
Acting Secretary

SUGGESTED TEMPLATE: CREDIT FOR PRIOR LEARNING DATA

START DATE OF INSTITUTION'S ACADEMIC YEAR:

END DATE OF INSTITUTION'S ACADEMIC YEAR:

The total number of students awarded academic credit for prior learning examinations	X
The total number of academic credits awarded to students for prior learning examinations	X
The total number of academic credits awarded to matriculating students for prior learning examinations (<i>note: counts provided in the breakouts below may exceed the count provided here as the credit may meet more than one graduation requirement</i>)	X
Of the total number of academic credits awarded to matriculating students for prior learning examinations, the number of those credits applied toward major requirements	X
Of the total number of academic credits awarded to matriculating students for prior learning examinations, the number of those credits applied to elective requirements	X
Of the total number of academic credits awarded to matriculating students for prior learning examinations, the number of those credits applied to general education requirements	X