



Larry Hogan
Governor

Boyd K. Rutherford
Lt. Governor

Mary Pat Seurkamp, Ph.D.
Chair

James D. Fielder, Jr., Ph.D.
Secretary

October 27, 2022

Dear President:

Legislation from the 2022 session regarding credit for prior learning became effective on July 1, 2022 (Ch. 143, 2022 Acts of Maryland; HB966; enclosed). It has been codified at [Education Article, § 15-134, Annotated Code of Maryland](#). Detailed information of what is required of public institutions is provided below.

Revised Policies

This is due to the Commission on or before Monday, January 9, 2023.

The law requires public institutions, on or before October 1, 2022, to develop and implement 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 are 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.

We are currently revising regulations to align with this new statutory requirement. We expect to present proposed regulations to the Commission in November. A representative workgroup has been formed to provide input regarding proposed regulatory changes.

In the meantime, public institutions should revise their institutional policies and procedures in accordance with the law. Under the law, the policies and procedures must be publicly posted on the “Admissions” section of an institution’s website as well as submitted to the Commission. We ask institutions to submit revised policies and procedures to our agency no later than Monday, January 9, 2023, using the link below. Institutional policies will also be posted to our website, as required by law.

Submission link for policies regarding credit for prior learning: <https://forms.gle/E6m2ymPFLAteLLhQ9>

Reporting Requirement

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

As required by law and beginning this year, there is a new reporting requirement: 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.

Please note that this is a different process from other reporting requirements. The Commission is not a “pass-through agency” of information. Instead, institutions will be 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.

We have enclosed a suggested template for your use to aid you in the submission of these data.¹ 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.

For the purposes of submitting your annual report to Commission, please upload your report using the link below.

Submission link for 2022 annual report on the awarding of credit for prior learning:
<https://forms.gle/K2Rjji22YC1hNV7u7>

Next Steps

As regulations are revised and formally adopted, further guidance regarding policies and procedures for the awarding of credit for prior learning will be provided. Questions regarding revised policies, forthcoming regulatory changes, or the reporting requirement 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,



Dr. James D. Fielder
Secretary

CC: MHEC Segmental Advisory Council

¹ Please note that, as credit for most standardized examination scores is awarded toward general education requirements, MHEC’s suggested template includes this additional category.

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

MARYLAND HIGHER EDUCATION COMMISSION

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