
Memorandum to Presidents

Date: July 21, 2026

To: Presidents, State-Operated Campuses
Presidents, Community Colleges
Statutory College Contacts

From: Ram Ramasubramanian, Executive Vice Chancellor for Academic Affairs and Provost

Subject: Guidance: Award of Academic Credit by Evaluation

Copy: President, University Faculty Senate; President, Faculty Council of Community Colleges; President, Student Assembly; Chief Academic Officers; Registrars; Institutional Research; and Information Technology at All Campuses; Senior Vice Chancellor for Student Success; Vice Chancellor for Workforce Development and Upward Mobility

This memorandum provides additional guidance on the State University of New York (SUNY) Board of Trustees' [Resolution 2023-08 State University of New York Award of Academic Credit by Evaluation Policy](#) as well as new guidance on Resolution [2026-51 State University of New York Award of Academic Credit by Evaluation Policy](#). The original guidance was distributed on March 11, 2024 in Memorandum to Presidents (MTP) Vol. 24, No. 1 – Policy and Guidance: Award of Academic Credit by Evaluation, updated with additional guidance on October 6, 2025 in [Memorandum to Presidents \(MTP\) Vol. 25, No.3 Guidance: Award of Academic Credit by Evaluation](#). The 2023 policy as well as subsequent 2024 and 2025 guidance remain applicable. The guidance provided herein is an addendum to the 2025 MTP to reflect the continuing focus on credit for prior learning across the State University of New York. For questions about this memorandum, please contact the Office of the Provost at provost@suny.edu.

This guidance, along with additional information and resources, is also available on the SUNY Academic Affairs website (<https://system.suny.edu/academic-affairs/academic-policies/award-of-academic-credit-by-evaluation--cpl/>).

IMPLEMENTATION GUIDANCE
STATE UNIVERSITY OF NEW YORK
AWARD OF ACADEMIC CREDIT BY EVALUATION

According to Board of Trustees' Resolution 2023-08 *State University of New York Award of Academic Credit by Evaluation Policy*, all campuses are expected to maximize opportunities for students to receive credit for prior learning and to view credit for prior learning as a strategy for recruitment of new students. This memorandum provides additional guidance regarding campus responsibilities for the continued implementation and expansion of credit for prior learning, as well as for implementation of the newly adopted 2026-51 *State University of New York Award of Academic Credit by Evaluation Policy* that provides consistent systemwide standards for awarding and applying academic credit for Advanced Placement (AP) and International Baccalaureate (IB) examinations that promote student transfer across campuses. This guidance reflects SUNY's continued commitment to expanding credit for prior learning (CPL) as a strategy to support access, enrollment, persistence, completion, and workforce alignment.

Addendum to 2025 Guidance

1. Updated Reporting

By January 15, 2027, via an online template to be provided by the System Administration Office of Academic Affairs, each campus is required to submit a status report on the campus plan previously submitted in 2025, which will include the following:

A. Targeted Expansion of CPL Opportunities

To further advance the expansion of CPL, the report is required to include a plan that identifies how the campus will expand opportunities in each of the following priority areas:

1. military education and training;
2. industry certifications, apprenticeships (including in partnership with labor unions), or related employer-recognized credentials that lead to upward mobility;
3. standardized published exams including but not limited to Advanced Placement (AP) and International Baccalaureate (IB); and
4. any other campus priority areas, as applicable.

To develop the plan, campuses are expected to follow their shared governance processes and ensure inclusion of functional units that will contribute to implementation of the plan, such as Academic

Affairs, Career Services, Enrollment Management, Registrar, Veteran and Military Affairs, and Workforce Development. Plans must include measurable goals including projected increases in CPL credit awards and number of students receiving credit within the selected categories over a three-year period starting with the 2027-2028 academic year.

For each priority area, the plan will outline the campus approach to achieve targeted expansion through the following strategies, as applicable:

a. Process and Procedure Improvements

A description of planned enhancements to campus processes and procedures designed to reduce barriers, improve efficiency, and ensure timely and consistent evaluation and awarding of CPL;

b. Marketing and Student Outreach

A coordinated strategy to increase student awareness and utilization of CPL opportunities, including integration into recruitment, admissions, advising, and enrollment communications;

c. Industry and Employer Partnerships

Identification and development of partnerships with industry, employers, labor organizations, and other external stakeholders to expand recognition of workforce-aligned credentials, training, and other learning experiences;

d. Experiential Learning to Credit Pathways

Identification and development of strategies to strengthen connections among academic programs, career development, and experiential learning opportunities to expand credit for prior learning associated with workforce-aligned applied learning experiences, internships and other career-connected opportunities;

e. Military Credit Pathways

Identification and development of strategies to expand the award of academic credit for military education, occupations, and training, including implementation of ACE Military Guide recommendations, evaluation of military occupational specialties, faculty review of military learning, outreach to veterans and services members, and integration with campus veteran support services.

f. Additional Campus-Defined Strategies

Any additional strategies identified by the campus to support scaling CPL opportunities, including but not limited to faculty engagement, technology solutions, and alignment with non-credit to credit pathways. Campuses will also be asked to identify areas where SUNY System Administration can provide support, including but not limited to technical assistance.

B. Service-Based Credit for Prior Learning

To recognize students' college-level learning through community-based service, as part of its plan each campus is expected to identify and develop strategies to award credit for prior learning earned through structured service experiences via national and community service programs. At minimum, this will include a description of how the campus will implement the credit recommendation of the National College Credit Recommendation Service (NCCRS) for the City Year program ([Start Your Career | Gap Year and Service Year Path to Success; A breakthrough benefit with City Year: college credit for prior learning through service - City Year](#)). Additionally, this may include evaluation of learning through AmeriCorps and other formally organized service-learning programs that demonstrate aligned learning outcomes and competencies.

C. Proactive Identification of Students Eligible for Credit for Prior Learning

To support student access, as part of its plan each campus is expected to adopt policies and procedures that place primary responsibility on the campus, rather than the student, for identifying opportunities to award academic credit through credit for prior learning, such that prospective, newly admitted, and transfer students whose prior learning may qualify for CPL – including through proactive identification of students with military education, training, and occupational experience, as well as learning acquired through recognized national service programs such as AmeriCorps and City Year – are able to seamlessly receive such credit. These processes shall be integrated into admissions, onboarding, academic advising, veteran and military services, student success initiatives, and other appropriate campus functions to maximize the recognition of prior learning.

D. CPL Inventory and Analysis for 2025–2026

As part of the status report submission, each campus is required to submit a comprehensive inventory of CPL credit awarded during the 2025–2026 academic year (this marks the third year of the reporting requirement). To support this, by September 1, 2026, the System Administration Office of Academic Affairs will send to the Chief Academic Officer at each campus a reporting template consistent with SUNY data definitions and reporting formats used in prior years. This year's reporting

template will provide the campus data reported for 2023-2024 and 2024-2025. In addition to the completed inventory of CPL credits awarded by category for 2025-2026, and any necessary adjustments to prior years, the submission must include a narrative providing:

- a. A comparative analysis identifying trends relative to prior years;
- b. An explanation for any significant increases or decreases, including contributing factors such as policy changes, operational adjustments, enrollment patterns, or external conditions.

E. Campus Policy and Procedure Submission

As part of the status report submission, each campus is required to submit its current policies and procedures related to the Award of Academic Credit by Evaluation. Submissions must:

- a. Include the full, current campus policy and any associated procedures or guidelines;
- b. Clearly indicate whether changes have been made since the December 31, 2025 submission, and if so, provide a summary of those changes;
- c. Demonstrate continued commitment to the principles of shared governance and student access.

2. Award of Academic Credit for Advanced Placement (AP) and International Baccalaureate (IB) Examinations

Consistent with SUNY's ongoing efforts to support equitable and transparent CPL practices and in accordance with the *2026-51 State University of New York Award of Academic Credit by Evaluation Policy*, beginning in fall 2026, each campus is expected, through established shared governance bodies, to review and, as appropriate, reaffirm, revise, or establish policies to align with the requirements for the Award of Academic Credit by Evaluation Policy (Advanced Placement (AP) and International Baccalaureate (IB) Credit). All such policies must be adopted by June 30, 2027. In cases where full implementation in systems and in practice will extend beyond Fall 2027, a campus shall establish in collaboration with the Office of Transfer and Articulation and Student Success and submit for approval alternative implementation plans and timelines. The full set of expectations is included as an addendum to the SUNY policy; however, the standards for the award and application of credit are as follows:

- A. Minimum Score Thresholds
 - a. Campuses shall award undergraduate credit for Advanced Placement (AP)

examinations with a minimum score of 3, except as otherwise expressly provided in this policy.

- b. Campuses shall award undergraduate credit for International Baccalaureate (IB) Higher Level (HL) examinations with a minimum score of 4, except as otherwise expressly provided in this policy.

B. Faculty Determination of Credit

- a. Credit awarded through standardized examinations may be applied toward:
 - i. specific course equivalencies;
 - ii. general education requirements;
 - iii. major or program requirements;
 - iv. elective credit.
- b. Determinations of applicability shall be based on alignment with course content, learning outcomes, and academic expectations.

C. Elective Credit

- a. Where examination scores meet the minimum thresholds but do not align sufficiently with a specific course or requirement, campuses shall, wherever practicable, award elective credit to recognize the academic achievement reflected in such scores.

3. Presidential Attestation

Each campus report will also include a presidential attestation of the following:

- a. The President formally endorses and actively supports the campus plan to expand Credit for Prior Learning, including promoting its implementation, allocating appropriate resources, and encouraging ongoing intra-campus collaboration to ensure increased access, consistency, and impact for students.
- b. The campus plan, and as applicable any new or revised policy, has been developed through the appropriate shared governance processes.
- c. New or revised campus policy adheres to the principles of the [State University of New York \(SUNY\) Board of Trustees' Resolution 2023-8 – State University of New York Award of Academic Credit by Evaluation Policy](#) including subsequent guidance and the June 2, 2026 addendum on [Advanced Placement \(AP\) and International Baccalaureate \(IB\) Credit](#).

- d. New or revised campus policy adheres to the principles of the [SUNY policy 2012-089 on Seamless Transfer Requirements](#), as described in [Memorandum to Presidents Vol. 13, No. 3](#).
- e. Fees have been established and approved according to SUNY's policies, [2023-8 - Award of Academic Credit by Evaluation](#) and [SUNY Policy 7804 - Fees, Rentals, and Other Charges](#), which includes the expectation that fees charged for evaluation shall be based on the services performed in the process and not determined by the amount of credit awarded.