

PROCEDURE FOR THE VALIDATION OF ADVANCED PLACEMENT EXAMINATIONS (AP) OF THE SAT

The Pontifical Catholic University of Puerto Rico will evaluate the results of the Advanced Placement Examinations of the SAT at the College Board up to a maximum of two examinations with scores of 3, 4, or 5 to convalidate courses in various subjects. In the case of a student who has passed the Academic Achievement Tests, Advanced Level Tests, and the examinations of the Advanced Placement Program, the Institution will validate the corresponding subjects up to a maximum of 24 credits.

1.0 Procedure for the validation of the Advanced Placement Program examinations

During recent years the PCUPR has received students graduating from high schools in Puerto Rico and the continental United States who have taken examinations of the Advanced Placement Program of the College Board - SAT¹. The Advanced Placement Program (AP) is a type of standardized test offered to high school students, providing them with the opportunity to convalidate university credits. The AP contains approximately 34 examinations in different subjects which are evaluated on a scale from 1 to 5. In order for the student to convalidate courses/credits at the Pontifical Catholic University of Puerto Rico (PCUPR), the student must have passed the examination with a grade or 3 or more. To see the list of courses offered, the course descriptions, the use and interpretation of the results, see the following link: <http://apcentral.collegeboard.com/apc/public/courses/descriptions/indez.html>. The PCUPR receives the results of these examinations and has established the following procedure for their convalidation².

Procedure:

1. The admitted student presents to the Admissions Office the official evidence of the results obtained in the examinations of the Advanced Placement Program using the document entitled "*Student Score Report for College and Universities*". If the student presents the document during the registration process, it shall be submitted to the Director of the Program for First Year Students.

¹ Revised October 2013

² Procedure approved in August 2000

2. Personnel of the Admissions Office shall send this document to the Director of the Program for First Year Students for evaluation, except in cases in which the student submits the document during the registration process.
3. The Director of the Program for First Year Students evaluates the student's application and refers the results of the examination to the corresponding Department Director according to the subject of the examination.
4. The Department Director, along with the faculty, will evaluate the content and results of the examination (score obtained by the student) to determine the course or courses that can be convalidated, using the document entitled: "Student Score Report for Colleges and Universities".
5. The Department Director shall send a letter to the Director of the Program for First Year Students notifying him or her which courses are convalidated.
6. The Director of the Program for First Year Students shall sign the official validation of course(s) recommended by the Department Director and send it to the Registrar to proceed to register the course(s) in the student's record.
7. The Director of the Program for First Year Students shall notify the student in writing concerning the validation of the course(s).