

## CREDENTIAL REVIEW

USM, through the Office for Prior Learning Assessment, with support by appropriate faculty, the National Guide [www.acenet.edu](http://www.acenet.edu), the PONSI Guide [www.nationalponsi.org](http://www.nationalponsi.org), and the American Council on Education (ACE ) reviews your professional certifications, educational and training courses, and certain college-level experiential learning situations which may have earned you selected licenses, certificates, and/or credentials with organizations outside the university. Credit options are considered on a case-by-case basis.

Please Note - **Certification must be current for selected credentials.**

Please Note - **Duplication of credit cannot be awarded.**

### **The Credential Review process is as follows:**

1. Present the original copy of each certificate to the PLA office. Note that **credentials are reviewed** at 253 Luther Bonney Hall, the Portland Campus.
2. Office staff will copy the original credential(s) for processing and return original(s) to you.
3. For a review of your credentials for credit, you may make an appointment with either Kate Mitchell or Joyce Lapping of the Office for Prior Learning in 253 Luther Bonney Hall, or e-mail them directly at either [katem@usm.maine.edu](mailto:katem@usm.maine.edu) or [jlapping@usm.maine.edu](mailto:jlapping@usm.maine.edu) .
4. Once the credentials have been evaluated, they will inform you of the credits you have earned.
5. At that time, complete either the Undergraduate or Graduate Credential Review Posting Fee Form (whichever applies), which you may download from our website at [www.usm.maine.edu/pla](http://www.usm.maine.edu/pla).
6. If paying at the Student Billing Office, 118 Payson Smith Hall on the Portland Campus, you must pay *in person*. We remind you that Student Billing accepts payment **ONLY when accompanied with the appropriate posting fee form from PLA** (see number 5).
7. When paying at the PLA office in 253 Luther Bonney Hall on the Portland Campus, you may pay only by check, which you may also mail **with the appropriate posting fee payment form**.
8. A credential review fee of \$35 per undergraduate credit hour is applied to each certificate evaluation.
9. Students may call the Prior Learning Assessment Office at either (207) 780-4663 or 1-800-800-4876, x4663 to discuss credit awards for a specific credential or course sequence.

**The most common credits which USM grants (not complete by any means) is included below.**

**American Heart Association (AHA)** (Also see "CPR" and "RN Options" below)

**USM PLA credit is for non-nursing majors only.** Options for Nursing majors in the RN-BSN program are listed separately below.

**To receive credit** for any of the American Heart Association courses, take your original certificate or card to Kate Mitchell or Joyce Lapping in the Prior Learning Assessment (PLA) office, 253 Luther Bonney Hall on the Portland Campus.

CREDENTIAL	CREDITS	EQUIVALENCY
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PLA does not allow duplication of CPR/FA credit from other organizations.

**Heartsaver FACTS** with current certificate, includes First Aid, CPR and AED credit for CPR and First Aid 1 credit GEL 1XX

**Advanced Cardiac Life Support (ACLS)** with current certificate; no additional credit for CPR and First Aid 3 credits GEL 1XX

**American Red Cross (ARC)** (Also see "CPR" and "RN Options" below)

Changes in credits may occur due to changes in course curriculum by the organizations providing instruction, or by the USM Prior Learning Assessment Advisory Board.

**Adult, Infant and/or Child CPR *and* Standard First Aid**, with current certification; no duplicate credit of other CPR & First Aid 1 credit GEL 1XX

**CPR/First Aid Instructor**, with current certification, no additional credit for CPR and First Aid 3 credits GEL 1XX

**Wilderness First Aid**, with current certification, in addition to CPR and First Aid 1 credit GEL 1XX

**HIV/STI Peer Facilitator**, with current certification, effective communication of HIV/STI related issues 1 credit GEL 1XX

**Basic Disaster Training**, with current certification; a 20-28 hour program 1 credit GEL 1XX

**Disaster Functional Training**, with current certification; no additional credit for Basic Disaster Training; a 36-hour program 2 credits GEL 1XX

**Emergency Response**, with current certification for this 52-hour course No additional credit for First Aid and CPR 3 credits GEL 1XX

**Lifeguard Training**, with current certificate, in addition to CPR and First Aid 1 credit GEL 1XX

**Lifeguard Instructor**, with current certificate, in addition to Lifeguard Training, First Aid and CPR 1 credit GEL 1XX

**Water Safety Instructor**, with current certificate, in addition to First Aid and CPR 1 credit GEL 1XX

**Bates Festival School of Dance**

Contact Assunta Kent, USM Theatre Department, 780-5147 or <[assunta@usm.maine.edu](mailto:assunta@usm.maine.edu)> Credits vary

**Certified Nursing Assistant (CNA)**

Non-nursing majors only for CNA credential evaluation. 3 credits GEL 1XX  
No additional credit for CPR/FA or Human Services Provider Programs.

**Certified Residential Medication Aide (CRMA)**

Certification to include 24 contact hours and 24 hours practicum 1 credit GEL 1XX  
Certification to include 40-hour State of Maine CRMA certification 3 credits GEL 1XX

**Coaching Certification**

State of Maine Principal's Association Coaching Certification 3 credits GEL 1XX

**Dale Carnegie Courses**, PLA accepts those that are ACE<sup>®</sup> recommended

Exception: **Effective Communication and Human Relations** (formerly Oral Communication and Interpersonal Skills) Varied, as ACE recommends  
3 credits THE 1XXF

CREDENTIAL	CREDITS	EQUIVALENCY
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**Education**

American Institute for Creative Education (AICE), 3 credits EDU 1XX  
**Teaching the Exceptional Child in the Regular Classroom** (only course accepted)

Military Child Development Center (MCDC), courses provided  
 by military, available to civilians:

**Early Childhood Education** 3 credits GEL 1XX

**Early Childhood Internship** 3 credits GEL 1XX

**Emergency Medical Technician** (EMT - SMEMS) (Also see "RN Options" below) 3 credits GEL 1XX

**Basic EMT certification;** 110-130 hours, licensed Paramedics are  
 eligible for additional credits

**Fire Fighter One** (FF1) 3 credits GEL 1XX

**Note:** State Certificate required, 110-120 hours + two-part exam

**Health Professions, BSN, RN options**

Please see separate listings below

**Health and Human Services, approved training programs**

**Note:** No additional credit for CPR/FA or any therapeutic and intervention program listed below.  
 Additional credit may be granted for CRMA certifications.

**Note:** For non-nursing majors only

- Behavioral Specialist I/ Habilitation Specialist (BS1)**
- Certified Nurse's Assistant (CNA)**
- Dialectical Behavior Therapy, 16 week (DBT)**
- Mental Health Rehabilitation Technician (MHRT Community)**
- Other Qualified Mental Health Professional (OQMHP)**
- Personal Support Specialist (PSS)**
- Residential Care Specialists I (RCS I)**
- Sexual Assault Response Advocate Training**

→ 3 credits    GEL 1XX  
**Limited to one certification only**

**Therapeutic and Intervention Programs**

**Note:** When 3 credits have been awarded for Human Services Provider Programs (please see Health and Human Services), additional credit will not be granted for any of the therapeutic and intervention programs below.

**Note:** For non-nursing majors only

- Creating a Safe Space** of Portland (Peregrine Corporation)
- Crisis Prevention Institute, Inc. (CPI)** is a world-wide training program
- MANDT Program**, 24 hours
- Non-Abusive Psychological Physical Intervention (NAPPI)**
- Personal Safety Training for Social Workers (BDS)**
- Psycho-Social Response to Aggressive Behavior**
- Strategies of Limited Violent Episodes (SOLVE)**
- Therapeutic Crisis Intervention (TCI)**, with current certification
- Youth and Family Counselor II**, Study C

→ 1 credit    GEL 1XX  
**For only one program**

**Insurance and Banking**, ACE approved Varied, as ACE Recommends

(AIB), (AICPCU), (LOMA), ME Producer Resident -3-





CREDENTIAL	CREDITS	EQUIVALENCY
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**\*Notes on certifications for Advanced Study:**

- ▶ A student majoring in nursing (undergraduate or graduate) will not be granted credit for CNA course/certificate; CNA credits will not be used in any way toward degree requirements in Nursing.
- ▶ Other specialties which require advanced study and a national examination for certification may be added to the above list. Contact the Office for Prior Learning Assessment at 207-780-4663 or 1-800-800-4876, x 4383 for further information.

**Scuba Diving Courses**

Scuba Diving International, phone 949-858-7234, fax 949-858-7264

<p><b>Open Water Diver</b>  <b>Night Diver</b>  <b>Advanced Open Water Diver</b>  <b>Deep Diver</b>  <b>Rescue Diver</b></p>		<p>1 credit each</p>	<p>GEL 1XX</p>
<p><b>Divemaster</b>  <b>IDC</b>  <b>Course Director Training Course</b></p>		<p>2 credits  2 credits  3 credits</p>	<p>GEL 1XX  GEL 2XX  GEL 2XX</p>

**Wilderness Medical Associates Courses**

**Note:** No additional credit for Exposure Control and Anaphylaxis

<p><b>Wilderness First Responder Certificate</b>  <u><b>YMCA/ YWCA Supervision Course</b></u></p>	<p>3 credits  1 credit</p>	<p>GEL 1XX  GEL 1XX</p>
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