

6/26/13

## Compliance verification for Camden County College

### Distance or correspondence education - Compliant

- The college is in compliance with this regulation for authentication of students who are registered for online courses. The college issues a unique identifier to enrolled students that provides a secure login and access to the college's technology resources. Students who are enrolled in an online course use the same secure login for access to the college's online course learning management system. The college has provided evidence of procedures that require students to verify their identity for proctored testing, either on campus or at remote location. The procedures are posted on the college website. The college does not have additional fees for student verification. The college has an acceptable use policy for technology that outlines practices for keeping student access confidential and for changing and securing new passwords. Students are provided online information for technical support of courses, login instruction and access to help desk services. The office of the vice president of academic affairs is responsible for compliance.

### Transfer credit - Compliant

- The college has a clearly stated published transfer policy in its college catalogue and does not differentiate between any specific types of instructional modality. The publically disclosed policy sets minimal standards of a 2.0 grade for courses to be transferred into the institution from another accredited institution. A transfer student who is seeking a degree is required to complete 30 credit hours at Camden College. Transfers are managed through the Office of Admissions, Records and Registration, which evaluates and grants credit. International students are requested to use established external organizations that will evaluate their transcripts for consideration of credit at the college. The college has a very informative website that is dedicated to transfer information and does have articulation agreements for transfer into and out of the college.

### Title IV cohort default rates - Compliant

- The college's last three-year official default rate was 19.1 in fiscal year 2009, which is below the 30% requiring action on their part. Their official two-year default rate was 13.2 in fiscal year 2010. The college provided two audit documents for compliance with A-133 from an independent firm. The audit completed June 30, 2011, indicates the college had significant deficiencies with compliance of A-133. The audit cited accounting methods for financial statements, including federal student loans in financial statements, and pending outcomes of Department of Education review of student financial aid. These deficiencies did not appear in the audit reports from June 30, 2012, which indicated the college was compliant A-133. Additionally the June 30, 2010, indicates that the college is

in compliance with A-133. The college website provides information for students about federal loans and has links to federal sites to provide information for students and parents on loans and counseling.

#### Credit hours - Compliant

- The college's assignment of credit hours is guided by the New Jersey Administrative Code Title 9 Higher Education and the New Jersey's President's Council Academic Issues Committee Manual. The procedure for assigning credit hours for instructional and study time is stated and consistent within both of these documents. The assignment of credit hours does conform to commonly accepted higher education practices for classroom instruction and other deliveries of instruction. The college provided information on the awarding of credit hour equivalency for online and hybrid courses, which outlines student activities and outcomes in determining credit hours for a course. The college also uses the Federal Student Aid Handbook as a guide for determining equivalency clock or credit hours.

Reviewer:

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