

SUNY BROOME

(POLICY)

Policy:	Microcredential	Policy No.:	AA4024
Authority:	SUNY Broome Community College Board of Trustees		
Delegated Authority:	President		
Policy Owner:	VPAA	Responsible Party:	<i>Vice President, Academic Affairs</i>
Approved:	May 15, 2025		
Revised:			

Purpose

The purpose of this policy is to state the conditions under which the College faculty and instructors will develop and deliver microcredentials. Microcredentials are known for academic rigor, partnership with business and industry, stackability to certificates and degrees, and portability. Microcredentials are directly connected to business/industry and are developed with a specific focus on needed skills, competencies, industry certifications, etc. Microcredential development is informed by regional and state priority occupations, as well as, new and emerging industry and is in alignment with [SUNY's recommendations](#).

Statement of the Policy

- Each SUNY microcredential should, wherever possible, serve as a pathway to related certificates and degrees. Microcredentials should also stand alone.
- All microcredential proposals must follow college wide curriculum committee/faculty governance processes.
- Microcredentials, for currently enrolled students, offer skillsets complementary to their major that help them stand apart in the job market and/or recognize mastery of complex skills in real time to support their ability to achieve employment goals or further their education.
- Non-matriculated students will enroll in a microcredential so that their persistence and completion can be followed including the award of a digital badge and transcript notation.
- Microcredential naming conventions may not resemble SUNY Broome certificate or degree program names that have been approved by NYSED.

Action <i>(Created, Reviewed, Retired)</i>	Date	Initials	Position Title
<i>ex. Created</i>	01/01/2020	SC	<i>ex. Director Sponsored Programs</i>

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Requirements for Microcredentials

- Anyone is eligible to take a credit or non-credit microcredential. The eligibility requirements for specific microcredentials might include prerequisites or other criteria for students and an application process for both credit and non-credit microcredentials.
- Microcredentials are awarded upon successful completion of its specific requirements including measurable outcomes and evidence of mastery of the outcomes through reliable and valid assessments.
- To ensure alignment to community workforce needs, microcredentials must be developed utilizing labor market data and informed by business/industry, P-12, or community organizations.
- No course may be applied to a microcredential that a student completed more than three years prior to their enrollment in the microcredential.

Types of Microcredentials

Credit-Bearing

- A credit bearing microcredential stacks into existing academic certificates and/or degrees and are aligned to business and industry needs.
- Credit microcredentials have learning outcomes and assessments to demonstrate student learning and mastery of skills and/or competencies.
- Upon completion, students who earn credit-bearing microcredentials receive a notation on their transcript and a digital badge.
- Credit-bearing microcredentials must be a minimum of two courses and must contain a minimum of six credits and no more than 15 credits and are recommended to be able to be completed in one semester and a maximum of two semesters.

Non-Credit

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- A non-credit microcredential is a professional and/or educational development opportunity for students or community partners, who are seeking specialized skills, or are in need of a specific skillset.
- Non-credit microcredentials should stack into an existing credit microcredential, certificate, or degree program via the [Credit for Prior Learning Policy](#) or an articulation agreement.
- Non-credit microcredentials have learning outcomes and assessments to demonstrate student learning and mastery of skills and/or competencies.
- Upon completion, students who earn a non-credit microcredential receive a notation on their transcript and a digital badge.

Related Policies (by number)

- AA4017 Credit for Prior Learning Policy

To Whom it Applies (title or department)

General Guidelines

Definitions

Appendix

Ex. Written communication, location (where published)