**State University System Board of Governors Office**

**Civic Literacy**

**Frequently Asked Questions**

Students who are required to meet the Civic Literacy Requirement

1. To whom does the Civic Literacy requirement apply?

 The Civic Literacy requirement applies to students initially entering a State University System (SUS) and/or Florida College System (FCS) institution in 2018-19. This requirement is based on the student’s catalog year. Students must complete this requirement prior to graduation.

1. How does this requirement apply to transfer students?

 This requirement applies to transfer students who are initially entering an SUS institution starting in the 2018-19 academic year. All degree-seeking students who transfer in from an institution outside the SUS starting in the 2018-19 academic year, and have not satisfied this requirement through an approved course or assessment, must complete this requirement prior to graduating.

1. If a student received an Associate in Arts degree prior to the 2018-19 academic year, and is enrolled in a baccalaureate program beginning Fall 2018 or after, does this requirement apply?

 Students who earned an Associate in Arts degree prior to the 2018-19 academic year are not required to meet the competency because they are not *initially* entering an SUS and/ or FCS institution in the 2018-19 academic year.

1. How will universities know if a student transferring between public institutions within the State of Florida has met the Civic Literacy requirement?

 The Board of Governors Office staff is working with the Florida Department of Education Office of Articulation, and the Florida College System to use the FASTER system to develop a common notation to be placed on a student’s transcript once the student has met the Civic Literacy requirement. The transcript will include a simple statement, such as “the Civic Literacy requirement has been satisfied”.

Options for Students to Complete the Civic Literacy requirement (designated assessments and/or designated courses)

* Courses
1. What if my college or university does not offer POSX041 or AMHX020?

Institutions shall provide students with options to meet this requirement through a course

or assessment. In addition to the assessment options, students in Florida have the option

to take POS X041 and AMH X020 at a college or university outside their home

institution through the Transient Student Admission Application on Florida Shines

(located at:[https://www.floridashines.org/succeed-in-college/take-a-course-at-another school](https://www.floridashines.org/succeed-in-college/take-a-course-at-another%20school)). Students should contact their institutions for more information.

1. What if my university's course-level outcomes for POSX041 or AMHX020 do

 not align with the competencies in statute?

According to section 1007.25 (4)(b), Florida Statutes, courses identified as satisfying the Civic Literacy requirement, in this case POS X041 and AMH X020, must align with the competencies listed in the subsection. Institutions should follow internal procedures to modify course outcomes to align with the competencies and work with the Office of Articulation to update the course profile(s) in the Statewide Course Numbering System (SCNS) database.

1. What if POSX041 or AMHX020 do not align with a student's approved program of study?

If the approved courses that meet the Civic Literacy requirement do not align with a student’s program of study, the institution should encourage the student to consider demonstrating competency through one of the approved assessments to avoid possible excess credit hours.

1. If a student took AMH X020 or POS X041 as part of a prior degree within the SUS or FCS, and is now enrolled in a degree-seeking program in the 2018-19 academic year, has the student satisfied the Civic Literacy requirement?

The Civic Literacy requirement does not apply because the student is not *initially* entering college in the 2018-2019 academic year.

* Assessments
1. What options are there for SUS students to satisfy the civic literacy requirement to via an approved assessment (rather than by taking an approved course)?

SUS students may satisfy the civic literacy requirement via one of the following assessments:

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| Assessment | Standard Score |
| U.S. Citizenship and Immigration Services Naturalization Test – Civics (U.S. history and government) with supplemental questions | 60 |
| Advanced Placement Government and Politics: United States | 3 |
| Advanced Placement United States History | 4 |
| CLEP American Government | 50 |

* Naturalization Test – Civics (U.S. History and Government)
1. How many questions from the test bank should be given to students?

Institutions must administer all 100 questions of the Naturalization Test – Civics (U.S. History and Government), which includes supplemental questions that are developed collaboratively by the SUS Board of Governor’s Office staff, the FCS Office staff and the Lou Frey Institute, and incorporated into the test. The approved version of the test is available from the Florida Virtual Campus.

1. What happens if a student fails the test?

Institutions will develop and implement their own internal policies regarding test administration. Students should contact their institutions directly for more information.

1. How many attempts does a student have to successfully pass the Naturalization Test – Civics (U.S. History and Government)?

Institutions will develop and implement their own policies related to test administration, including the number of attempts available to students.

1. Are the questions in the Naturalization/Citizenship Test repeated?

There are 100 unique questions in the U.S. Naturalization/Citizenship Test, which includes unique supplemental questions.

1. What format will universities and colleges use to administer the Naturalization/Citizenship Test – Civics (U.S. History and Government)?

The Florida Virtual Campus is serving as the repository for the approved version of the test. Institutions will access the exam from a secure space on the Florida Virtual Campus website. Florida Virtual Campus will review the test annually to ensure it is providing the most current, approved version of the exam. Institutions may choose to administer the approved version of the Naturalization/Citizenship Test – Civics (U.S. History and Government) in any format. Test administration can be given in, but is not limited to, a learning management system (LMS), a paper-based examination, or another format that is designed to meet the needs of students with special needs.

1. What is the cost of the U.S. Naturalization/Citizenship Test – Civics?

There should be no cost to students for the test itself. The approved version of the U.S. Naturalization/Citizenship Test – Civics (U.S. History and Government) will be available from the Florida Virtual Campus without cost to institutions. There is therefore no cost to the institution for the exam itself, beyond any institution-specific fees associated with administration of the exam.

1. Will institutions be required to keep a record of each student’s score on the U.S. Naturalization/Citizenship Test – Civics (U.S. History and Government)?

Institutions will be required to maintain records of each student’s final passing score on the test. The scores, however, will not be noted on the transcript.

1. Will students who previously took the U.S. Naturalization/Citizenship Test to become a U.S. citizen be considered to have satisfied the Civic Literacy requirement?

No, students who took the U.S. Naturalization/Citizenship Test to become a U.S. citizen will not have met the Civic Literacy requirement, as that process only requires prospective citizens to correctly answer ten (10) questions, and the exam for citizenship purposes does not include the approved version of the test, with supplemental questions, that is available to institutions from the Florida Virtual Campus.

* CLEP, AP, and Other Assessments
1. What are the costs associated with each exam?

According to the [2017-2018 AP Exam bulletin](https://apcentral.collegeboard.org/pdf/ap-student-bulletin-2017-18.pdf), AP exams cost $94 per examination. Some school districts may offset the cost of AP exams to students, so individual prices may vary. Students should contact their high school for more information. AP exams are only offered to high school students.

According to the College Board, beginning July 1, 2018, the cost for CLEP exams will be $87 per examination. Individual costs may vary by testing center. Students should contact their institution’s testing center for more information.

1. If a student took an exam other than AP or CLEP, such as AICE or IB, and received credit from the exam for AMH X020 or POS X041, have they satisfied the Civic Literacy requirement?

No. Although AICE and IB examinations may provide students with course credit aligning with course numbers identified as satisfying the Civic Literacy requirement, the content covered in the examinations does not align with the competencies identified in statute because they were developed with a British or International focus. Therefore, students will need to demonstrate competency through an approved course or assessment.