

Application for Credit for Prior Learning

Policy (from EM 23-033, Credit for Prior Learning)

Students may petition to have previous non-classroom experiences evaluated for possible academic credit, up to a maximum of 30 units. Awarded credit may be applied to a particular course, to a specific general education or other graduation requirement, or as elective credit.

In order to apply for credit earned through prior experience, the student must be a matriculated Chico State student, have completed in residence at least 15 units of credit toward a bachelor's degree or 3 units toward a master's degree, and be enrolled in the University for the semester in which credit is awarded. Students are responsible for any increase in fees associated with the additional units of credit.

The evaluation of prior experiential learning is conducted by faculty in the academic department in which credit is sought. Review should be done by faculty with specific relevant disciplinary expertise. In cases in which no single discipline comprises the credit area (e.g. writing, General Education Area 4, U.S. Diversity), the Vice Provost for Undergraduate Education and Academic Success evaluates the application in consultation with chairs of at least two relevant academic departments.

Students may submit a variety of forms of evidence to demonstrate prior learning, including portfolios, professional licensure, interviews, or other appropriate means. Departments may request additional information before recommending credit be awarded. Collectively, the evidence presented must demonstrate a level of competence equivalent to that achieved by a passing grade in a course that would typically confer such credit.

Name:

Wildcat ID #:

Email:

Phone:

***Are you currently enrolled?** Yes No

State Support Student

Self Support Student

Number college or university semester units completed:

Class level:

Major:

Expected semester of graduation:

Credit for prior learning will be posted in only one the following four ways: (A) in lieu of a regular, current Chico State course; (B) as credit in a specific General Education area; (C) as credit towards other University requirements; or D) as elective credit. All such credit will be assigned a grade of "Credit" and will not be counted toward the Chico State residency requirement.

Complete a separate Application form for each department from which you are seeking credit.

*Credit will be awarded only after the student has officially enrolled at Chico State and will be posted in the semester following the Application's approval.

College of:

Department:

I. I have prior experience which I would like to have assessed for academic credit. I would like to apply this experience as follows (*select only one: A, B, C, or D*).

A. In lieu of the following course(s):

Course #:	Title:	Units:
Course #:	Title:	Units:
Course #:	Title:	Units:

B. Credit toward General Education requirement(s):

Lower Division

Subject Area 1 - English Communication

1A English Composition

1B Critical Thinking

1C Oral Communication

Subject Area 2 - Mathematical Concepts and Quantitative Reasoning

One course

Subject Area 3 - Arts and Humanities

3A Arts

3B Humanities

Subject Area 4 - Social and Behavioral Sciences

Two courses

Subject Area 5 - Physical and Biological Sciences

5A Physical Sciences

5B Biological Sciences

5C Laboratory

Subject Area 6 - Ethnic Studies

One course

Upper Division

Upper Division 5 - Science or 2 - Mathematical Concepts/Quantitative Reasoning

Upper Division 3 - Arts or Humanities

Upper Division 4 - Social and Behavioral Sciences

C. Credit toward other University requirement: Writing U.S. Diversity Global Cultures

D. Elective credit in major:

II. Briefly describe how many units of credit you are seeking and how these units would affect your academic program and graduation status. For instance, will the units be applied toward your major, general education, diversity requirements, etc. How will this credit support your academic progress?

III. Describe your experience. Include the number of hours of activity/experience and how this experience achieved the learning objectives of the requirement for which you are seeking credit. Include appropriate documentation such as dates, addresses, names of employers and supervisors, letters or certificates, etc.

Submit each Application as an email attachment to ued@csuchico.edu

Applications will be forwarded to the appropriate Department Chair for review. You will be emailed when the application has been approved or denied.

Office Use Only:

The Department of _____, College of _____

has reviewed the above Application for Credit for Prior Experience and recommends:

_____ semester units of _____ Lower Division _____ Upper Division credit be awarded.

No semester units of credit be awarded.

Department Chair:

Dean:

Vice Provost, Undergraduate Education and Academic Success: