

# **Credit for Prior Learning (CPL) Assessment Petition**

## **Industry Recognized Credential/Student-Created Portfolio/Military Joint Service Transcripts**

**Definition:** The purpose of Credit for Prior Learning is to recognize a student's experience(s) and knowledge base for which credit or advanced standing has not been previously granted. Knowledge and skills acquired through experience alone or by earning industry recognized credentials, evaluated subjectively by faculty with subject matter expertise.

### **Eligibility Criteria:**

- The student must be currently registered at the College, enrolled in the semester in which the CPL – Credit for Prior Learning petition is submitted, and making satisfactory academic progress.
- Current students must have an education plan on file.
- Student will not exceed 12 units of Credit for Prior Learning.
- The course is listed in the current San Joaquin Delta College Catalog.
- The student cannot have successfully completed or be currently enrolled in the course for which Credit for Prior Learning is requested.
- The student must meet the prerequisite(s) for the course for which Credit for Prior Learning is requested. A student who does not meet the prerequisite(s) may seek entry into the class via a Declaration of Equivalency or Matriculation Appeal Petition.

### **Industry Recognized Credential:**

- Highly recommend the student meets with a Counselor to review eligibility.
- The student meets with the discipline chair or faculty designee to receive further instructions for industry recognized credential(s) assessment.
- The student submits all industry recognized credential documents to the discipline chair or faculty designee for assessment of Prior Learning.
- The discipline chair or faculty designee will decide if the industry recognized credential adequately measures mastery of the course content as set forth in the Course Outline of Record.
- The appropriate faculty shall sign the petition with the appropriate grade and forward it to the Records Office to be kept on file and recorded on the student transcript.

### **Student-Created Portfolio Assessment:**

- Highly recommend the student meets with a Counselor to review eligibility.
- Recommend completion of COUN 70 - Portfolio Development.
- The student meets with the discipline chair or faculty designee to receive further instructions for student-created portfolio assessment.
- The student submits all portfolio documents to the discipline chair or faculty designee for assessment of Prior Learning.
- The discipline chair or faculty designee will decide whether the student-created portfolio adequately measures mastery of the course content as set forth in the Course Outline of Record.
- The appropriate faculty shall sign the petition with the appropriate grade and forward it to the Records Office to be kept on file and recorded on the student transcript.

### **Military-Joint Service Transcripts:**

- Highly recommend the student meets with a Counselor to review eligibility.
- Official transcripts must be on file in the Admissions and Records Office; (ie: JST, SMART, AARTS, CCAF, CGI, DANTES/USAFI, DLIFLC, DMDC, DLPT, DA form 330 or verified copies of DD214 or DD295 military records).
- Credit course equivalency shall be determined by the faculty of the appropriate discipline.
- Elective credit will be determined by Veteran Services.
- The appropriate faculty shall sign the petition with the appropriate grade and forward it to the Records Office to be kept on file and recorded on the student transcript.

