



Credit for Prior Learning Request

Students enrolled in a degree or certificate program at IECC may submit this request, at any point after enrollment, for a determination of academic credit eligibility for the prior learning experiences outlined below. **For consideration of academic credit by Proficiency Examination or Portfolio Evaluation, use the Proficiency Application form. For consideration of academic credit for AP (Advanced Placement), CLEP (College Level Examination Program), IB (International Baccalaureate), or GED (General Education Development) do not complete this form, simply submit official documentation to Student Services.**

Student Name: _____ ID Nbr.: _____

Address: _____

Telephone: _____ Email: _____

Enrolled at: ___ FCC ___ LTC ___ OCC ___ WVC

Credit is being requested based on:

Licensure/Certification Number: _____ (**Attach copy of license or certification**)

Licensing/Certifying body name and address: _____

Military Experience – Attach military transcript (or other supporting documentation)

State Seal of Biliteracy – high school name: _____

NOTE: Credit MUST be requested within 3 years of graduating high school; official transcript required.

Course Information Indicate the IECC course prefix & number, title, and semester hours of the course(s) for which credit is being requested. (Use another sheet as necessary.)

Course Prefix & Number	Course Title	Credit Hours
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Have you requested this same credit from a college other than IECC? ___ Yes ___ No

My signature below indicates I have read and understand the conditions for academic credit awarded for prior learning experiences as defined in the Credit for Prior Learning Policy (500.5) and corresponding procedures. I also authorize IECC to contact appropriate authorities if further verification is necessary.

Student Signature _____ Date: _____

FOR ADMINISTRATIVE USE ONLY

Advisor Signature: _____ Reviewed/Recommended Date: _____

Only required for Military Experience when an evaluation was performed: Instructor/Expert: ___ Approved ___ Denied

Signature: _____

Dean Signature: _____ Approved ___ Denied Date: _____

Approvals to Registrar

Credit recorded in Banner* and Imaged by: _____ on: _____

*Should NOT be recorded until the required number (or percentage) of credit hours have been completed – see policy 500.5

Denials to Student Services/Records

Request Imaged by: _____ on: _____