



CREDIT FOR PRIOR LEARNING- External Assessments

This form is to request an External Assessment of Credit for Prior Learning. Please refer to the college policy for specific requirements needed for each type of assessment. <https://ridgewater.edu/about/college-governance/college-policies/> Chapter 3 Credit by Examination/Prior Learning Experience Policy

Students may make application to use prior experiential learning for transfer toward course credits. Ridgewater College's policy for the evaluation of credit for prior learning (CPL) enables students to enrich or accelerate their programs of study. CPL credit is awarded for the achievement of an advanced level of knowledge and/or skill outside of college coursework. Each department shall determine the course criteria which, if satisfied, will result in the awarding of CPL credit.

Guidelines

Students must document their experience fulfilling course competencies in order to earn CPL credits for a course. The experience must have occurred outside of college coursework.

There is no limit to the number of credits that may be earned through CPL as long as the total number earned does not exceed the academic program credit limit.

CPL credits must be applicable to a program, degree or curriculum at Ridgewater College.

CPL credits shall not be used in calculating student GPA's. Grading methods for CPL credit shall be pass/no credit.

External Assessments of Credit for Prior Learning are:

1. Credit by Examination **(Requires official score reports)**
 - a. College Level Exam Program (CLEP)
 - b. Advanced Placement (AP)
 - c. International Baccalaureate (IB)
 - d. World Language Seals and Certificates (ACTFL)
 - e. Other nationally recognized exams (DSST, PLTW, STEM, etc.)
2. Minnesota Articulated College Credit **(Requires official articulation agreement)**
3. American Council of Education (ACE) **(Requires official ACE transcript)**
4. Other national standardized assessments, industry recognized credentials, license, certifications and non-credit instruction in continuing education and customized training.
5. Military Courses and Occupations **(Requires official military transcript)**

Student Information

Student First Name:

Student Last Name:

Student ID:

StarID:

Email Address:

Phone Number:

External Assessments #1, 2, 3 and 5 require official documentation sent directly to the Registrar from the institution awarding the achievement. External assessment #4 requires a copy of the official license or certification attached to this form. The certification or license must be current, not expired. Please indicate below which course you wish to earn credit based on your credential from #4.

I am requesting to earn credit for the following Ridgewater course:

Course Subject and Number (Example: ENGL 1210):

Course Title:

Credits:

Student Signature and Date

Email this form to student.services@ridgewater.edu