



APPLICATION FOR CREDIT – Experiential Credit

Instructions:

1. Complete this form in conjunction with the department offering credit.
 2. Pay a \$10 recording fee at the Cashiers Office.
 3. Take form stamped with the payment validation stamp to department offering credit.
 4. Department submits completed form to the Records Office
- For any questions or concerns, please contact the Registrar’s Solution Center at 801-626-6100.

Student Information

Last Name	First Name	MI
W-number	E-mail	

Course Information-

Semester/Year		
Subject	Title	Cr. Hrs

Student Signature: _____

Date: _____

Payment Validation Stamp

Dept Chair Signature: _____

Date: _____

Description: Experiential Credit

Detail Code for Recording Fee: M403 Amount: \$10

Department Stamp

CREDIT BY EXAMINATION POLICY

- Credit for prior experiential learning and industrial or commercial training may be awarded provided that such awarding is carefully monitored and documented.
1. Departments awarding experiential learning credit must have written criteria which assure its academic equivalence to credit earned by traditional means and should not duplicate credit already present on the student transcript.
 2. Credit for prior experiential learning may be granted only at the under graduate level.
 3. Before credit for prior experiential learning becomes part of the student’s permanent record, the student must have completed thirty credit hours with a GPA of 2.25 or better to establish evidence of a satisfactory learning pattern.
 4. Credit may be granted with the approval of the department chair only upon the recommendation of teaching faculty who are appropriately qualified and who are on a regular appointment with the college on a continuing basis.
 5. Credit may be granted only for documented learning that ties the prior experience to the theories and data of the relevant academic fields.
 6. Credit may be granted only for documented learning which falls within the regular curricular offerings of the institution.
 7. Credit for prior experiential learning may constitute no more than 25% of the credits needed for a degree or certificate.
 8. No assurances will be made as to the number of credits to be awarded prior to the completion of the institution’s review process.
 9. Credit may be granted only to enrolled students and is to be identified on the student’s transcript as credit for prior experiential learning.