



## APPLICATION FOR CREDIT – Experiential Credit

**Instructions:**

1. Complete this form in conjunction with the department offering credit.
2. The student pays the \$10 recording fee at the Cashier's Office and obtains the payment stamp, or receipt number if paying via telephone.
3. The department submits the completed form to the Records Office. (Forms submitted by students will not be accepted.)

Please contact the Registrar's Solution Center at 801-626-6100 with any questions or concerns.

**Student Information**

Last Name:	First Name:	W-number:
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**PPM 4-21a – Student Eligibility Criteria** (Please note policy items #3 and #9 below.)

Student is registered for current semester already in progress? Yes <input type="checkbox"/> No <input type="checkbox"/>	Overall Earned Hrs.:	Overall GPA:
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**Course Information**

Subject/Course #	Course Title	Cr. Hrs.	Department Stamp
<b>Total Credit Hours to be Added (please note policy item #7 below):</b>			

Dept. Chair Name (print): \_\_\_\_\_

Dept. Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Cashier's Office Stamp**

  
  

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(or ask for and include **Receipt Number**, if paying Cashier's Office over the phone at 801-626-8006)

**Cashier's Office Payment Information**

Description: **Experiential Credit Recording Fee**, Detail Code: **M403**, Amount: **\$10**

**EXPERIENTIAL CREDIT 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.
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.

**FOR RECORDS OFFICE USE ONLY**

Approved  Denied, Reason: \_\_\_\_\_

Received Date: \_\_\_\_\_ Processed By: \_\_\_\_\_ Date: \_\_\_\_\_