

Penn State Altoona

Initial Application for Review of Prior Experiential Learning

Students must be tracking an Altoona major

NOTE: This form enables a student to give official notice of his or her intent to earn credit by portfolio assessment and allows the College to make an initial determination of the merits of a student's portfolio goals. Signatures from a faculty member with disciplinary expertise in the course for which credit is requested, the Program Coordinator, and the Vice Chancellor for Academic Affairs will indicate that the intended documentation appears to support the development of a full portfolio. **The signatures do not guarantee that credit will be awarded once the portfolio has been developed.** Credit is earned on the basis of whether or not the evidence in the portfolio proves the learning is college-level, current, does not duplicate credit already earned, and meets the criteria for a particular course.

A student must submit this form for each course for which they wish to have equivalency determined.

The nonrefundable fee for portfolio assessment is \$390 per review, due at the time of submission of the complete portfolio.

Name:	PSU Student Number:
Address:	Major:
Phone Number:	Email:

PSU Course Requested:

AREA OF DEGREE PLAN: I request that credit earned from this evaluation be applied to the following area(s) of my degree program.

- Major Requirement
- Supporting Courses/Electives
- Other _____ (not all courses are eligible for portfolio review)

UPLOAD THE FOLLOWING INFORMATION:

- Brief Description of Experience
- Brief Description of Learning (relates to course syllabus, if available)
- List of Possible Documentation

If approval to proceed is granted, a complete portfolio should be submitted within 10 weeks of date of approval but not later than the fifth week of the semester prior to the semester of intended graduation.

Student Signature

Date