Petition for Non-Traditional Credit:

SVC | SKAGIT VALLEY COLLEGE
Enrollment Services

For Prior Learning

Currently enrolled students may earn college credit when they demonstrate by examination or evaluation that their professional experience or substantial prior learning meets the specific outcomes of a SVC course. Each department determines the evaluation method required for students to demonstrate mastery of the course content. Certain courses are designated not appropriate for credit by examination or evaluation.
PLEASE SUBMIT EACH REQUEST ON A SEPARATE FORM

Student Name: _____ SID: _____

Date: _____ Phone: _____ Email: _____

I request that _____
(Please list the employment or experience that is to be evaluated.)

To be considered for Prior Learning Credit for

Course #: _____ Course Name: _____

Instructor: _____ Catalog Year: _____

Department: _____ Department Chair: _____

Student Signature: _____ Date: _____

Instructor Signature: _____ Date: _____

PROCESS:

1. Meet with department chair of instructional program to initially review prior learning and identify which courses might be satisfied.

2. Complete the **Learning Outcome Assessment Form.**

3. Pay necessary tuition and fees associated with petition(s) and turn completed paperwork with receipt into the office of the Dean of Workforce Education.

When paperwork is completed and received by the Dean of Workforce Education, it will be reviewed. If the student has achieved the learning outcomes for the SVC course through prior learning, the student may be awarded credit for the course. When determination is made, you will receive an email for the Credentials Evaluator.

ATTACH ALL DOCUMENTATION TO THIS FORM (INCLUDING LEARNING OUTCOMES ASSESSMENT FORM.)
YOUR REQUEST WILL NOT BE PROCESSED WITHOUT APPROPRIATE TRANSCRIPTS, DD295s or "SMART TRANSCRIPT", INDUSTRY TRAINING DOCUMENTS, ETC.

Student pays transcription fee of $60.00 per credit.

FOR COLLEGE PERSONNEL USE ONLY	
Tuition and Fees Due	
Credits Requested:	*Fee Per Credit:*
To be deposited into account _____	*Total Due:*
Dept _____ Dep Chair Signature _____	
[ ] Approved [ ] Denied Please attach rationale Date	
Dean or WIC VP Signature _____	
[ ] Approved [ ] Denied Please attach rationale Date	
Associate Dean Signature _____	
[ ] Approved [ ] Denied Please attach rationale Date	