Farmingdale State College
State University of New York

APPLICATION TO SEEK COLLEGE CREDIT FOR PRIOR LEARNING
for matriculated students in undergraduate programs

_____ _____ _____ _____
Last Name   First Name   Ram ID#   Major

Note: You do not need to submit this form if you have an Advanced Placement (AP), International Baccalaureate, CLEP, DSST/DANTES Exam score, or a Joint Services or a World Education Services (WES) transcript. Contact the sponsoring testing service or agency to request the submission of that score or transcript to <u>Farmingdale Admissions</u>. (For questions about other scores and transcripts, contact the Transfer Services Office at 934-420-5446 or tsr@farmingdale.edu.)

Step 1.: If you have prior learning in one of the categories listed in 2.b. below for which you wish to seek college credit, you must meet with your curriculum chair or advisor for guidance on the requirements and procedure for doing so.

Student has been advised regarding requirements and procedure for seeking college credit for prior learning

⇨ _____ _____
Curriculum Chair/Advisor Signature   Date

Acknowledgement that college credit depends on an assessment of my prior learning by a Faculty Evaluator and that the processing fee is nonrefundable

⇨ _____ _____
Student Signature   Date

Step 2.: Supply the following information and submit this form electronically or as a printed copy to the department that offers the course for which you are seeking credit for your prior learning:

a. <u>Course for which you seek credit:</u>   _____ _____ _____
    Course Number   Credits   Name of Course

b. <u>Which one of the following methods of evaluation of your prior learning are you requesting?</u>

___ Faculty Evaluation of Licensure Program/Licensing Body that you completed

___ Faculty Evaluation of Platform/Badge or Certification that you earned

___ Faculty Evaluation of Apprenticeship Program that you completed

___ Faculty Evaluation of other non-military Education, Workplace, and Training that you completed

___ Challenge Exam (an exam developed, administered, and scored by faculty to assess learning)

___ Portfolio Assessment (faculty evaluation of official documentation to asses learning achieved through life or work experience); consult with the Faculty Evaluator on the requirements for this portfolio

___ Performance/Demonstration Assessment (faculty evaluation of student's performance or demonstration of specific skill or competency)

Step 3.: Pay the processing fee:

<u>Student Fee Paid:</u>   _____ _____
                                            Student Accounts Verification   Date

Step 4.: Meet with the Faculty Evaluator of the department that offers the course for which you are seeking credit for your prior learning to schedule a challenge exam or identify the documentation you will need to supply for an evaluation of your prior learning for the awarding of college credit.

Step 5.: Assessment by Faculty Evaluator of Prior Learning for Awarding of College Credit:

Special Course

Credit for Prior Learning: __ Recommended __ Not Recommended *Designation* if any:_____

_____ _____
Faculty Evaluator Signature   Date

Submit the completed form to the Registrar's Office at regoffice@farmingdale.edu or deliver in person to Laffin 225