

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 Farmingdale Admissions. (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. Course for which you seek credit: _____
Course Number _____ Credits _____ Name of Course _____

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

- 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 assess 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:

Student Fee Paid: _____
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