

Experiential Learning Student Checklist

Materials Needed:

- _____ Petition to request prior learning credit
(Return to Undergraduate Studies Office when signed)
This form needs to be signed by the student, faculty advisor, and department chair.

- _____ Updated Resume (For Undergraduate Studies Office and Faculty Advisor)

- _____ Support Materials (For Undergraduate Studies Office and Faculty Advisor)
Needs to include any materials relevant to the experiences for which the prior learning credit is being asked for.

- _____ A formal Letter of Reason for Experiential Learning Credit
(For Undergraduate Studies Office and Faculty Advisor)

Once all materials are completed and filed with the Undergraduate Studies Office, the student will be added to the appropriate 489 course and receive the number of units as designated by the Department Chair.