

COLLEGE OF LETTERS AND SCIENCE POLICY ON CREDIT FOR PRIOR LEARNING

Students who anticipate applying for credit for prior learning in the College of Letters and Science must present a brief proposal to the Dean indicating their intent **before beginning preparation of a portfolio**. The proposal should include the following:

- Identification of the course(s) for which the prior learning would be substituted.
- A statement describing the experiences they believe would qualify them to receive credit
- A rationale for equating the quality of the prior learning experience with that of the course(s) in question.
- A copy of the student's **complete** academic record.

After receiving approval from the Dean, students may proceed to prepare a portfolio to present to the department(s) offering the course(s) in question. Final evaluation and approval of the credit to be granted will be the responsibility of the participating department(s). Department approval procedures must be in compliance with the College of Letters and Science policy, below.

POLICY

The College may award credit for prior learning to adults who have been out of school some time and have learned through experience material taught in courses offered by participating departments in the College of Letters and Science. Such credit may be granted for demonstrable learning resulting from employment, military service, volunteer or service work, or other significant individual experiences. Prior learning must be evaluated by the relevant faculty as equivalent in quality and quantity to that acquired in a specific course offered by the College.

Student Eligibility

Participating students must be admitted in good standing or have a cumulative GPA of at least 2.00 and have attended UW Oshkosh for no longer than two semesters (or have been readmitted within two semesters following a period of non-enrollment).

Department Participation

Academic Departments and programs in the College may choose to participate in the awarding of credit for prior learning by:

- Approval of participation by a formal vote of department faculty
- Approval of methods and criteria to assess prior learning which may include assessment of a formal portfolio, proficiency testing for an activity, traditional qualitative testing, etc., as appropriate to the discipline

Procedure

- Evaluation must be done by a committee of three faculty or academic staff from the participating department, one of whom will serve as chair. Committee members will be appointed according to departmental procedures.
- If the committee recommends no credit, the student may provide additional information to the committee and request reconsideration. The committee decision following such reconsideration will be final.
- The department chair and the Dean's Office must approve a committee recommendation that credit be granted. Approval by the Dean's Office will include an assurance that appropriate procedures have been followed.
- No more than 12 credits may be earned for prior learning in the College of Letters and Science.
- Students may choose to enroll in INTRDSCP-145 (Assessment of Prior Learning) but are not required to do so. Credit earned in INTRDSCP-145 will not count toward the credits required for and Letters and Science degree.

Approved by COLS Faculty Committee, 12 July, 1989