POLICY ON CREDIT THROUGH EVALUATION OF PRIOR EXPERIENTIAL LEARNING (CEEL)

I. PURPOSE

The purpose of this policy is to provide a process whereby students may obtain college credit(s) for prior experiential learning that can be equated to college coursework.

II. EXPERIENTIAL LEARNING ASSESSMENT

A. Prior experiential learning may be determined to be equivalent to credit earned for college courses based on:

1. Satisfactory performance on formal or professionally-normed examinations (e.g., College Level Examination [CLEP], Dantes Subject Standardized Test [DSST]).

2. Satisfactory completion of established training or certification programs (e.g., programs approved by American Council on Education [ACE]);

3. Satisfactory portfolio demonstration of the acquisition of knowledge and skills which approximate the content and outcomes of college courses.

B. The assessment of prior experiential learning will be conducted within the academic program for which credit is sought, with approval by program faculty. Requests for CEEL should be submitted to the Admissions Office, which will route requests to the appropriate programs. The Registrar’s Office will be notified in writing of all decisions and maintain records regarding CEEL decisions.

C. Portfolio Evaluation

1. The portfolio will be evaluated by a faculty member or members most familiar with the course for which credit is being sought.

2. The evaluation recommendation must be approved by the respective Division/Department Chair and the College Dean.
III. APPLICATION OF CEEL CREDIT

A. Credits awarded for prior experiential learning may be applied toward admission and/or degree requirements within the limits specified below.

1. UNDERGRADUATE LEVEL

   a. **Admission Requirements:** Only five percent (5%) of the total undergraduate admissions for any semester may be admitted through the application of credit awarded through the CEEL process. Applicants may use credits awarded through the CEEL process to meet, in whole or in part, the university requirements of 60 credit hours for admission.

   b. **Degree Requirements:** A student may apply credit awarded through CEEL to the degree requirements specified on his/her study plan subject to the approval of his/her advisor and collegial policies.

   c. **Credit Awarded:** Credits awarded through the CEEL process may be used to meet undergraduate required/core/elective course requirements.

2. GRADUATE LEVEL

   Graduate level credit for life experience may only be applied under special circumstances, upon the recommendation of the program faculty and approval by the Dean and Provost.

B. Subject to the approval of the university curriculum process, colleges may establish further restrictions on the application of credit awarded through the CEEL process.

C. Academic credit for (the same) experiential learning may be awarded only once.

D. RESIDENCY

   Credit(s) awarded through the CEEL process may not be used to meet the university residency requirement of 24 credit hours.