CREDIT FOR PRIOR LEARNING (CPL) PROCESS FLOWCHART

Graduate Student consults with Graduate Coordinator to discuss CPL.

Student submits portfolio online using CPL Portfolio Submission Form

Student billed CPL fees:

- Portfolio Review: $100
- Course Credit: $300

STUDENT WILL BE RESPONSIBLE FOR CPL FEES REGARDLESS OF PORTFOLIO EVALUATION OUTCOME.

Graduate Coordinator, in consultation with the Department Chair, forwards portfolio to appropriate faculty member for review.

Portfolio evaluation (using CPL Evaluation Form) completed.

Findings shared with Graduate Coordinator and Department Chair.

A grade of Credit or No Credit is awarded.

NO PARTIAL CREDIT WILL BE GIVEN

CPL Evaluation Form forwarded to the Graduate School Dean and Provost for approval.

Once approved, the Provost will forward to Graduate School Certification Officer for documentation in study plan.

Graduate Coordinator notifies the student of the portfolio grade received.