

INITIAL APPLICATION FOR A REVIEW OF PRIOR EXPERIENTIAL LEARNING

NOTE: This form enables a student to give official notice of his or her intent to earn credit by portfolio assessment and allows the College and Department to make an initial determination of the merits of a student's portfolio goals. Signature from the Department will indicate that the intended documentation appears to support the development of a full portfolio. **The signatures do not guarantee that credit will be awarded once the portfolio has been developed.** Credit is earned on the basis of whether or not the evidence in the portfolio proves the learning is college-level, current, does not duplicate credit already earned, and meets the criteria for a particular course.

A student must submit this form for each course for which he or she wishes to have equivalency determined. The form and documentation should be submitted to: College of Health and Human Development, Office of Undergraduate Education, ATTN: Portfolio Review, 104 Henderson Building University Park, PA, 16802 or scanned and emailed to hdh3@psu.edu with the Subject Line "Prior Learning Assessment Portfolio Review"

No fee should be submitted with this form. A nonrefundable fee for portfolio assessment is \$390 per review will be due at the time of submission of the complete portfolio.

Name: _____ Student Number: _____

Address: _____ Major: _____

Telephone: (____) _____

PSU Course Requested: _____ Penn State Email: _____

ATTACHED ARE:

A. Brief (200-300 word) Description of Experience and Learning (this should provide initial explanation for why student thinks the experience and learning matches the learning outcomes of the Penn State course for which they are requesting credit);

B. List of Possible Documentation that may be submitted with the final portfolio

DATE: _____ STUDENT SIGNATURE: _____

DATE: _____ DEPARTMENT SIGNATURE: _____

If approval to proceed is granted, a complete portfolio should be submitted within 10 weeks of date of approval but not later than the fifth week of the semester prior to the semester of intended graduation.