



Credit for Prior Learning

Step 1: Complete the following information and obtain approval from the department that offers the course in which you are requesting credit for prior learning.

Student Name: _____

Student ID: _____

Current college of student: _____

The student above requests that credit for prior learning be applied for the following course:

Course Number: _____
Example. ENGL 10103

Course Title: _____
Example. English Composition

Course Department Chair Signature

Date

Student Signature

Date

Students will be assessed a non-refundable fee for having credit for prior learning applied. The undergraduate fee is \$30 per credit hour and the graduate fee is \$50 per credit hour. The student will receive a mark of "CR" for the course on their academic record.

Step 2: Submit this form, with the appropriate signatures to the person proctoring the exam or verifying the student's prior learning assessment.

Departmental Verification - In order to be eligible for credit the student must receive a grade of "B" or above. The student named above is eligible for the credit specified above.

Verifying person's name: _____ Verifying person's title: _____

Verifying signature: _____ Date: _____

Dean's Office name: _____ Dean's Office signature: _____ Date: _____

Step 3: If graduate-level credit is being requested, the department must submit this form to the Office of the Dean of the Graduate School and International Education. Otherwise, the form can be submitted directly to the Office of the Registrar.

GSIE Dean's Office signature: _____ Date: _____

Completed forms must be submitted to the Office of the Registrar (registra@uark.edu or UPTE 141)

Registrar Verification (to be completed by the Office of the Registrar)

Updated: _____ Initials: _____ Date: _____