

BAKERSFIELD COLLEGE

Petition for Credit for Prior Learning: Industry Recognized Credentials

Student Name: _____

BC ID#: _____

Declared Major: _____

Contact #: _____

List certification(s) for consideration:

If approved, the coursework and credit for prior learning annotation made on the permanent record will be added to your transcript. The permanent academic record shall remain a true and complete academic history and the course work will remain on your permanent record and not removed. By signing below, you agree to these terms when applying for the credit for prior learning.

Student Signature: _____

Date: _____

Office Use only below

Courses available for listed certification. If more space is needed, include on next page.

Course	Course Title	Units	Request? (Yes/No)	Approved? (Yes/No)

Faculty Expert Name: _____

Date: _____

Faculty Expert Signature: _____

Department Chair Name: _____

Date: _____

Department Chair Signature: _____

Dean Name: _____

Date: _____

Dean Signature: _____

Articulation Officer Name: _____

Date: _____

Articulation Officer Signature: _____

Credit for Prior Learning: Industry Recognized Credentials Process:

Student Steps:

1. Please complete this form to request an evaluation for course credit based on prior learning.
 - a. In the box below list any industry certifications you hold that you feel are related to your major and the course listed below.
 - b. Attach additional evidence of certifications to this form for review and verification by faculty expert.
2. Send completed form to CPL coordinator/team email at CPL@bakersfieldcollege.edu for review. If recommended, the form will continue through the remainder of the process.

CPL Team Steps:

1. Review the petition.
 - a. If an existing evaluation already exists, add any courses available for the listed certification and route form through signature process.
 - b. If an existing evaluation does not already exist, work with the faculty expert(s) to conduct one.

Faculty Expert:

1. Review the documentation provided by the student.
 - a. If an existing evaluation already exists, confirm the accuracy and timeliness of the form, sign, and submit.
 - b. If the industry recognized credential(s) have not already been evaluated and approved, a formal of the industry recognized credential(s) shall take place in coordination with the CPL coordinator/team.
2. The form will be routed to the department chair, dean, and articulation officer for their signatures as well.
3. The approved document is sent to A/R for transcription by the Articulation Officer.