



Student ID Number

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Credit for Experiential Learning Form

Students requesting Experiential Learning must use the following procedure:

1. Students must be accepted to the program containing the course in which Experiential Learning is requested.
2. Students must complete the Experiential Learning form with the appropriate instructor or discipline coordinator.
3. The testing instructor or discipline coordinator will submit the form to the appropriate academic dean for further processing.
4. Students may not receive Experiential Learning for more than 20% of the total number of credits required for the program.

Student Information

Last Name	First Name	Middle
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Experiential Learning Credit for:

Course Name	
Course Prefix and Number	Credit Hours

The grade for Experiential Learning will be entered as “EL” on the student’s academic transcript with hours earned. “EL” credit will contribute toward graduation requirements; however, the grade will not be included in the calculation of the grade point average. “EL” credit is not transferable and is not covered by the Comprehensive Articulation Agreement (CAA). Documentation must be attached to the Experiential Learning form. The “Experiential Learning Form” and documentation will be placed in the student’s academic file in Student Services.

Required Signatures: (Only full-time faculty members who teach the course can extend Experiential Learning credit. The full-time faculty member must obtain the signatures of his/her Department Head, Academic Dean and Vice President.)

Faculty Signature	Date
Department Head Signature	Date
Academic Dean Signature	Date
Academic Vice President Signature	Date

Return the completed form to Student Services in the Jack Hunt Campus Center

137 S. Post Road, Shelby, NC
 Phone: (704) 669-4081; Fax: (704) 669-4204
 Website: www.clevelandcc.edu

OFFICE USE ONLY

Received By:	Date:
Processed By:	Date: