

Policy Governing Credit by Experience

In order to recognize competence attained through educational experiences other than University instruction, the student must adhere to the following guidelines:

- Students must have been admitted to SUSLA and must be in "good standing."
- Credit is awarded only in areas that fall within SUSLA's regular curricular offerings and that are appropriately related to the student's educational goals.
- After a student has completed at least 15 semester hours of credit at Southern University at Shreveport, the student's division dean will determine the extent to which the credit is applicable toward the degree.
- Credit is limited to one-fourth of the number of hours required for the associate degree.
- Students enrolled in non-degree-seeking status are not eligible for credit by experience or examination.

STUDENT INFORMATION (to be completed by the student):

Semester: ☐ Fall ☐ Spring ☐ Summer I or II ☐ Summer III ☐ LPN **Year:** _____

Name: _____ **SUSLA ID#** 9000
Last First Middle

Phone: () _____ **SUSLA Skymail (Email):** _____ @ skymail.susla.edu

I request credit by experience for the following:

Course Prefix	Course Number	Credit Hours	Course Name

EVALUATION INFORMATION (to be completed by the instructor):

- Technique(s) used to evaluate the CBE Portfolio or Certificate/License (check all that apply)
 - ☐ Interview with student ☐ Skills demonstration/presentation ☐ Observation of competencies
 - ☐ Assessment of direct documentation (including certificate/license) ☐ Assessment of indirect documentation
 - ☐ Other (describe) _____
- List Student Learning Outcomes (SLO) or objectives outlined in syllabus and whether student demonstrated university-level equivalent learning.

SLO 1 _____	Y <input type="radio"/> N <input type="radio"/>	SLO 2 _____	Y <input type="radio"/> N <input type="radio"/>
SLO 3 _____	Y <input type="radio"/> N <input type="radio"/>	SLO 4 _____	Y <input type="radio"/> N <input type="radio"/>
SLO 5 _____	Y <input type="radio"/> N <input type="radio"/>	SLO 6 _____	Y <input type="radio"/> N <input type="radio"/>
- Overall, the learning exemplified in the portfolio or certificate/license is the equivalent of a Passing Grade "P" (2.0) or higher for the evaluated course. Y ☐ N ☐

Comments: _____

Instructor's Signature/Date: _____

Division Dean's Signature/Date: _____

Vice Chancellor for Academic Affairs' Signature/Date: _____