Application for Self-Acquired Competency Credit

Completion of the following form should satisfy the requirements for self-acquired competency credit.

1. Name:
   Address:
   Phone:

2. Program: 
   School of Liberal Arts

3. Department:

4. Area(s) of Competency:
   (check all that apply)
   (1) A2125: Self-Acquired Competency-Arts and Humanities (credit at sophomore level)
   (2) A4989: Self-Acquired Competency-Arts and Humanities (credit at senior level)
   (3) E2233: Self-Acquired Competency-Social and Behavioral Sciences (credit at sophomore level)
   (4) B4939: Self-Acquired Competency-Social and Behavioral Sciences (credit at senior level)

5. How to Obtain Credit:
   The student may apply the appropriate form to the Registrar's Office to request credit. The credit will be granted for the self-acquired competency credit earned.

Steps to Follow in Applying for Such Credit:
1. The student should complete the above form and submit it to the Academic Affairs Committee.
2. The Dean's Office will review the form and determine if the student has satisfied the requirements for self-acquired competency credit.
3. If the Dean determines that the experience is appropriate for self-acquired competency credit, the form will be signed by the Chair of the Academic Affairs Committee. The student will then submit the form to the Registrar's Office.
4. The Registrar's Office will process the form and issue the credit for the self-acquired competency credit.

Note: This college credit for self-acquired competency is available only through the School of Liberal Arts. It is not transferable to other institutions.

Who Should Consider Applying for Such Credit:
Students who have received transfer credit for coursework they have completed elsewhere, but have not been granted credit by the School of Liberal Arts.

What the Student Must Do:
Complete the above form and submit it to the Registrar's Office. The student must provide evidence of the experience, such as a transcript or a written description of the experience.

Applicants must fill out the form and submit it to the Registrar's Office. The Dean's Office will review the form and determine if the student has satisfied the requirements for self-acquired competency credit.

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Attach a one page statement to explain the experience involved, the documentation available, and why you believe that you qualify for college credit.

A. Course Specific Credit
   No. of hrs. being requested __________________________
   Date received by dept: ___________________________ Date of action: ___________________________
   Action by dept: ___________________________

B. Non-course specific credit
   No. of hours being requested ___________________
   Date received by AAC: ___________________________ Date of action: ___________________________
   Action by AAC: ___________________________

Note: The Department or AAC must obtain and submit under separate cover a signed University Special Credit Form to CA 401.