



## Petition for Credit for Prior Learning

### Credit for Prior Learning Restrictions

Credit for Prior Learning assessments cannot be used to improve an existing grade or replace a grade of Withdrawal or Incomplete.

Credit for Prior Learning assessments are not covered by financial aid and do not generally transfer to other colleges.

A student must be enrolled in a degree or certificate program to petition for credit for prior learning.

A nonrefundable fee of \$50 per credit is required to schedule a departmental exam and to initiate a portfolio assessment. No fee is required for a credential review.

Once Credit for Prior Learning has been awarded it is part of the permanent record.

Date:

Name:

V#

Address:

Phone:

Email:

Degree or certificate program in which you are enrolled:

Course number and title for which you seek credit:

*Please review the [Massasoit Community College catalog course description](#). Credit will be awarded to students who demonstrate mastery of course outcomes through one of the assessments listed below.*

Form of prior learning assessment through which you seek to earn credit:

Credential Review (License, Certificate, Non-Regionally Accredited Institution)

Credit for credential review awarded \_\_\_\_\_

Department Chair or Dean

Date

Departmental Exam: A nonrefundable fee of \$50 per credit is required to schedule an exam

Portfolio Assessment: A nonrefundable fee of \$50 per credit is required to initiate the process

**Please submit your completed Petition for Credit for Prior Learning to**

Julien A. Marques  
Academic Coordinator of TOP/ITA and Trade Programs  
Advising, Career, and Transfer Center  
Student Center Room SC199  
508-588-9100 x 1643  
[Jmarques1@massasoit.mass.edu](mailto:Jmarques1@massasoit.mass.edu)

AP (Advanced Placement Exam) credits are processed through the [Registrar's Office](#).

Contact the [CollegeBoard](#) to have an official score transcript sent to the address below.

CLEP (College Level Examination Program) credits are processed through the [Registrar's Office](#).

Contact CLEP at 800-257-9558 to have an official score transcript sent to the address below.

Military credits are processed through [Veterans Services](#).

Massasoit Community College Registrar, 1 Massasoit Blvd., Brockton, MA 02302

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1. Professor \_\_\_\_\_ has been assigned to assess prior learning.
2. Payment of \$ \_\_\_\_\_ was made to the Bursar's Office on (date) \_\_\_\_\_
3. Assessment is scheduled for (date) \_\_\_\_\_
4. Documentation exists to support this student's mastery of course outcomes for the following course:

Course #	Title
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5. Department Chair Signature \_\_\_\_\_ Date \_\_\_\_\_

Email to award credit sent to Registrar ([jvolpe3@massasoit.mass.edu](mailto:jvolpe3@massasoit.mass.edu)) on (date) \_\_\_\_\_