



**EXPERIENTIAL CREDIT
REQUEST FOR EVALUATION/CREDIT
EDUCATIONAL EXPERIENCE
Bachelor of Science in Education Degree with a
Major in Workforce Education and Development**

NAME _____

ADDRESS _____

TELEPHONE NUMBER (HOME) _____ (WORK) _____

VSU ID # _____

DECLARED OCCUPATIONAL SKILL _____

It is requested that the following educational experiences be evaluated to provide experiential credit toward the Bachelor of Science in Education degree, Workforce Education & Development (WED)

- ___ Workforce Training and Development
- ___ Human Resource Development
- ___ Technical Leadership
- ___ Secondary Career Technical Education

NUMBER OF COURSES COMPLETED IN WORKFORCE EDUCATION & DEVELOPMENT SEQUENCE (minimum two) _____

**COMPLETION OF THIS OPTION OF THE WORKFORCE TRAINING &
DEVELOPMENT PROGRAM DOES NOT QUALIFY A STUDENT FOR
SECONDARY TEACHING CERTIFICATION.**

I. MILITARY SCHOOLS

ACE Guide Edition	ACE Guide Page No.	ID Number	Hours Credit

II. Rate/Rating or WO/LDO Designation

ACE Guide Edition	ACE Guide Page No.	Description	Hours Credit

III. Other Experiences

Experiential credit allows you to gain credit for knowledge you have gained in a variety of ways other than formal education. It is a process by which you demonstrate that what you have learned is equivalent to the learning taught in a postsecondary class.

Provide sufficient details for full understanding of the experience, how it relates to the occupational specialty, dates involved, etc. **NOTE:** For those individuals who plan to use **only** work experience as a means of obtaining experiential credit, official evidence (documentation) of work experience in the occupational specialty must be provided.

Submit the following documents with this application:

1. Chronological Resume
2. Verification of your work experience from employer(s)
3. Job Description(s)
4. Certificates or other documents to support your skills

Reference Guide for Determining Number of Potential Credits for Experiential Credit

Work Experience Full Time (35 to 40 hours a week)	Potential Credit Hours
1 year	4
2 years	8
3 years	12
4 years	16
5 years	20
6 years	24
7 years	28
8 years	32
9 years	36
10 years	40
11 years	42

To be completed by WED Faculty:

Request for Number of Experiential credits: _____

Check the Courses to be considered for experiential credit:

- _____ ACED 2900 Basic Theory in Adult and Career Ed. 3
- _____ ACED 2950 Basic Skills in Adult and Career Ed. 3
- _____ ACED 2960 Intermediate Skills in Adult and Career Ed. 3
- _____ ACED 3500 Beginning Adult and Career Teacher Competency Dev. 3
- _____ ACED 3510-Advanced Theory in Adult and Career Ed. 3
- _____ ACED 3520 Advanced Skills in Adult and Career Ed. 3
- _____ ACED 4300 Practicum in Adult and Career Ed. 3
- _____ ACED 4310 Practicum in Adult and Career Ed. 3
- _____ ACED 4320 Practicum in Adult and Career Ed. 3
- _____ ACED 4600 Directed Study in Adult and Career Ed. 3
- _____ ACED 4780 Internship 1 to 12 credits

PROCEDURES FOR AWARDING EXPERIENTIAL CREDIT

1. Students in the WED program may earn **up to** 42 semester hours through experiential credit.
2. None of the activities that are approved for experiential credit may apply toward any other component of the program.
3. Student completes this request for experiential credit, assisted by his/her WED advisor; appropriate documentation must be attached.
4. Department head reviews request.
5. After all signatures are obtained, the memorandum is sent to the Registrar's Office requesting that the experiential credit be posted to the student's transcript.

_____ Student Signature	_____ Date
_____ WED ADVISOR Signature	_____ Date
_____ Department Head Signature	_____ Date