

Credit For Prior Learning

Quick Reference Sheet

SANTA MONICA COLLEGE CPL WEBSITE: [HTTPS://WWW.SMC.EDU/CPL](https://www.smc.edu/cpl)

Credit for Prior Learning (CPL) allows students to earn college credit for college-level learning gained outside the classroom via:

- Military training or Joint Service Transcripts (JST)
- Industry certifications or licensures
- Apprenticeships or workplace training
- State or Federal or employer-sponsored training
- Community, volunteer or civic engagement

(Note: CPL is not limited to the methods of assessment listed above)

GUIDING COUNSELING QUESTIONS

- What are the student's educational goals and/or career objectives?
- Does the student have any military or professional training?
- Does the student have any industry certifications or professional licenses?
- Does the student have any apprenticeships or employer training?
- Does the student have Any ACE credits on the Joint Service Transcript (JST)?

COUNSELOR TO DO

- Review **CPL website** to see if the courses you are considering are already approved for CPL and listed under the CPL course list (<https://www.smc.edu/cpl/course-list.php>)
- Identify specific courses that the student may qualify for Credit for Prior Learning
- Explain how CPL fits in the student's education plan
- Review the CPL process with the student
- Discuss CPL transfer limitations:
 - AP/IB Scores: UC and CSU accept
 - CLEP: **CSU only** accepts
 - Credit-by-Exam: UC and CSU accept
 - Industry credentials and portfolio review: **CSU only** accepts
 - Military: CSU accepts; UC reviews after transfer
 - Private and out-of-state schools: vary
 - CPL applied to an AD-T: **CSU only** accepts all CPL applied to an ADT per EO 1036
- Review how CPL may affect Financial aid and VA Benefits
- Military students, please meet with one of our Veteran's counselors: Sandoval_Christina@smc.edu or Gonzalez_Krysten@smc.edu

COUNSELOR ACTION

I. If the course is already approved

- Discuss the CPL process with the student
- Review and submit the student **petition form** under CPL resources > CPL Counselor Resources > Student Petition Form (Counselor needs to submit the form, not the student)

II. Potential courses that the student may qualify for, but it hasn't yet been approved for CPL

- Identify potential courses that would match to experience
- Obtain from student course description and relevant documents for work or learning experience
- Encourage the student to submit the CPL interest form on the **www.smc.edu/cpl**
- Check CPL options on the **MAP** (www.map.rccd.edu) Landing Page
- Inform the student that it takes a minimum of a semester to get a course reviewed and possibly approved. A follow-up will be required the following semester
- Email CPL Faculty Lead at **cpl@smc.edu** as a “warm hand off” to connect student to next steps

*Adapted from Palomar College and MAP (Mapping Articulated Pathways)