

# Application for Credit by Local Examination or Experiential Learning (Portfolio) Credit



To be completed by the student.

Student ID \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
No./Street City State Zip Code

Phone Day (\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_) \_\_\_\_\_ TCC/VCCS Email \_\_\_\_\_  
Area Code Area Code

Curriculum \_\_\_\_\_ Code# \_\_\_\_\_ Catalog year \_\_\_\_\_

Anticipated TCC Graduation Date \_\_\_\_\_

**Indicate whether you are applying to take a local examination or wish to attempt experiential learning (portfolio) credit.**

A.  Local examination.

Students applying to take a local examination must obtain approval from a faculty member or program head, who has agreed to develop and/or administer the examination. Approval from the academic dean/director is also required.

Indicate course number, title, and credit hours in which you are seeking credit:

Course Number \_\_\_\_\_ Title \_\_\_\_\_ Credit Hours \_\_\_\_\_

Signature of Academic Dean/Director: \_\_\_\_\_ Date \_\_\_\_\_

B.  Experiential Learning (Portfolio) Credit. Upon portfolio evaluation, students must request that an official transcript be sent from Learning Counts to TCC's College Registrar Office.

Students applying to develop and submit a portfolio for possible academic credit must gain approval from an academic dean/director.

Indicate course number, title, and credit hours in which you are seeking credit:

Course Number \_\_\_\_\_ Title \_\_\_\_\_ Credit Hours \_\_\_\_\_

Signature of Academic Dean/Director: \_\_\_\_\_ Date \_\_\_\_\_

I understand that this credit may apply to my curriculum at Tidewater Community College and that it may not be accepted at another college.

Signature of Student: \_\_\_\_\_ Date \_\_\_\_\_

Submit this form to the appropriate Academic Dean.