

Request for Evaluation of Credentials

This form is for students who want to transfer in credit from industry specific certifications, licensures, and credentials.

- Credentials must be current at the time of evaluation and posting
- Provisional or certificates of attendance will not be eligible for credit
- Credit earned from credentials is intended to be used towards a CLC degree or certificate
- Approved credit will be posted as transfer credit and may not be accepted at other colleges or universities
- Earning credit through credential review has no effect on a student's grade point average (GPA) at CLC

Name: _____ CLC Student ID#: _____

Student Email: _____@stu.clcillinois.edu Phone: _____

Certifications, Licensures, and Industry Credentials to be evaluated

Documentation is required and must be submitted with this form. The type of documentation required is based on the credit you are requesting. Review the list of preapproved credentials at <https://www.clcillinois.edu/get-started/credit-for-prior-learning/credential-review/credentials-that-may-be-eligible-for-clc-credit> or speak with the academic division for documentation requirements.

Certification 1: _____

Certification 2: _____

Certification 3: _____

When your evaluation request is complete, you will receive notification in your CLC email account. Evaluations are normally completed within 3 weeks of receipt of the last document. Any concerns regarding your credentials evaluation must be made within one month of the completion of your evaluation. Once posted, transfer credit cannot be removed from your record.

I request the College of Lake County to evaluate my certifications, licensures, and/or industry credentials for the purpose of determining transfer credit. I understand that I must be a degree or certificate seeking student to make this request.

Student Signature

Date

-OFFICE USE ONLY-

Date Received:

Eligible for Credit: Yes | No

Date Posted:

Initials:

If No, reason: