



Equivalent/Life Experience Credit Application

Equivalent/Life experience credits are college credit granted for student's knowledge attained outside a formal academic setting. Completed application and your most recent transcript must be submitted to the appropriate academic department(s) for approval. If you are requesting equivalent credit from more than one department, you must file an application for each department. After this application is approved by the academic department, the student must submit this application to ONE STOP Services with the appropriate fee in cash, check, or money order made payable to John Jay College.

<u>Number of Credits Awarded</u>	<u>Fee</u>	<u>Number of Credits Awarded</u>	<u>Fee</u>
1 to 6 credits	\$25.00	7 to 12 credits	\$50.00
13 to 18 credits	\$75.00	19 or more credits	\$100.00

Part I, II, III, IV and V Completed By the Student

Part I: Student Information

First Name: _____ Last Name: _____

Student ID: _____ - _____ - _____ Email Address: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: (_____) _____

Current Occupation: _____ Duties/Assignment: _____

Part II: Course Information

Please identify from the current College Bulletin all courses for which you are seeking credit(s).

<u>Course Number & Title</u> (i.e. PSC 101 – Intro to Law Enf.)	<u>Number of Credits</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Did you receive transfer credits from another college? Yes No

If yes, please indicate number of credits _____



Applicant Name: _____

Please complete Part III, Part IV, Part V or all, if applicable.

Part III: Employment/Job-Related With Background Training

Please list all non-credit course work, formal on-the-job training. Include title of course and agency involved.

Position	Employer	Dates of Employment	Dates/Nature of Training

Please attach an autobiographical essay along with this completed application.

Part IV: Life Experience/Job-Related Without Formal Training

Please list all experience or informal on-the-job training. Include agency involved and duties assigned that is relevant to the credits applied.

Position	Employer	Dates of Employment	Description of Duties

Please attach an autobiographical essay along with this completed application.

Part V: Personal Skills/Talents

Please list personal skills and talents, such as, community activities, creative work, etc for consideration for Equivalent/Life Experience credit. Attach additional pages if necessary.

Please attach an autobiographical essay along with this completed application.



Applicant Name: _____

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Academic Department: _____

Academic Departmental Evaluation: Acceptable Not Acceptable

Equivalent Credits Awarded for:

<u>Course Number</u> (i.e. PSC 101)	<u>Number of Credits</u>
_____	_____
_____	_____
_____	_____
_____	_____

Print Name of Evaluator: _____

Signature of Evaluator: _____ Date: _____

Print Name of Chairperson: _____

Signature of Chairperson: _____ Date: _____

**Evaluated application and documentation should be returned to the student after a decision is reached.*

For Office Use Only

Courses and Credits processed by: _____ Date: _____

For Office Use Only

Rec'd By: _____ Date: _____