Amarillo College allows up to 36 semester credit hours for Prior Learning Credit with additional considerations given to credit earned by licensure. Academic departments have the freedom to grant credit based on their individual departmental Prior Learning Credit policy. Please see the Prior Learning Assessment webpage www.actx.edu/ie/pla to obtain more information on each individual program’s practice of accepting Prior Learning Credit.

Amarillo College

PETITION FOR CONTINUING EDUCATION CREDIT CONVERSION

Step 1: Students meet with the Department Chair/Coordinator to determine eligibility and declare an academic major.
Step 2: Amarillo College cannot guarantee credit received through conversion will be recognized by transfer institutions. Please verify transferability prior to applying for credit.

Chair/Coordinator:
All academic rigor must be equivalent to those completed by Academic students. Attach documentation.

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>M.</th>
<th>Student ID</th>
<th>Student (Signature)</th>
<th>Major</th>
<th>Department Chair/Coordinator (Signature)</th>
</tr>
</thead>
</table>

Step 3. Students visit any Assistance Center or AskAC counter to pay the processing fee. AskAC will attach copy of receipt to the back of this form. Form is then routed for approvals.

Fees: Conversion of Continuing Education to Academic Credit ($25 per semester credit hour (sch) example: 3 sch x $25 = $75.00).

Department Use Only:
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_________________        ____________________
Date                                                   Dean

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Date                                                       Associate Vice President

_________________
Date                                                       Vice President of Academic Affairs

Date entered by Registrar Personnel

Amarillo College