

Credit for Prior Learning Assessment

(Approved by Graduate Council on March 08, 2023)

Credit for Prior Learning Assessment (CPLA) is the process for awarding course credit for specific knowledge and skills the student has acquired outside a degree program, prior to beginning the student's program of study at Texas Woman's University. CPLA must always be tied to official student learning outcomes of a specific course at TWU and that course requirement is then waived for the student.

Students will need to submit documentation of the prior learning to the ACA of the program. The prior learning work for which a student is seeking credit must be deemed graduate level by the faculty who are content experts and who typically are instructors of the course, as well as the ACA of the program the credit will be applied towards. The work must meet or exceed graduate "B" level work. Credit earned for prior learning will count [against the maximum transfer credits](#) allowed to apply to the master's degree requirements. Students must also pass a comprehensive exam, turn in a portfolio, or complete another form of assessment over the material covered in the course for which they plan to receive credit. Specific assessment requirements, as well as other specific program guidelines related to credit for prior learning, are described in the program's catalog entry.

CPLA can be used to satisfy course or program prerequisites or required coursework. Graduate credit for prior learning cannot be given for graduate courses completed over four (4) years ago for graduate certificates and six (6) years ago for master's degrees [per Graduate School policy on transfer credit](#).

There are a limited number of credits that can be waived through CPLA, which depend on the number of credits in the degree program. Approved CPLA may be applied to a graduate degree program as follows:

- up to 6 hours for degree programs, depending on specific program requirements.

(Note that the total approved CPLA and approved course transfer credit together must not exceed the amounts of credits outlined in the Graduate School policy on transfer credit.)



Graduate Education
CREDIT FOR PRIOR LEARNING

Student Information			
First Name:		Last Name:	
Student ID#:		Email:	
Date:			
Request for Review of CPL (Attach the necessary documentation to this form and send it via email to your academic component administrator. Requests will be reviewed by the academic component administrator.)			
Certification/ Credential Name			
Academic Component Administrator and College Dean Use Only			
Course Prefixes and Numbers		Total number of credits to be awarded via CPL	
Academic Component Administrator Approval	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Academic Component Administrator Signature or Designee			
Submit this form to gradschool@twu.edu . The Graduate School will forward to student records at evaluation@twu.edu			
Official Use Only			
Received by:	Date Processed:		

TWU Graduate School

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