

Academic Outreach

Achieved Prior Learning (APL)

General Information

Achieved Prior Learning (APL) is a way to earn Moraine Valley Community College credit for what you already know from prior learning or work experience. It is a Moraine Valley Program designed to help Moraine Valley students obtain Moraine Valley college credit without repeating material. Faculty members assess your knowledge through written examinations, interviews and performance tests. Academic Outreach maintains a list of courses available for APL credit and the assessment methods. The Achieved Prior Learning program in the Academic Outreach Department provides procedures, forms, record keeping, and a central office for Moraine Valley Community College students who wish to obtain college credit without having to repeat familiar materials.

If you wish to complete the APL procedures, you must be enrolled at Moraine Valley and taking classes. You cannot repeat or complete a course using APL.

To obtain APL credit, you should:

1. Be briefed by Academic Outreach staff on the APL program.
2. Check the master list of courses in Academic Outreach. If the class you want is on the list, note the instructors, options and requirements.
3. Obtain a Registration Form from Academic Outreach.
 - Complete the student portion of Registration Form.
 - Contact faculty and obtain consent.
 - Have instructor complete faculty portion of Registration Form.
 - Obtain necessary faculty signature(s).
 - Return Registration Form (with faculty signatures) to Academic Outreach.
4.
 - Take Registration/Grade Form to Registration Office in Building S for payment of tuition/fees.
 - Leave all copies of Registration/Grade Form at Registration Office after registering.
5. Complete assessment with instructor. You are graded on a pass/fail basis. The P/Pass designation represents a grade of "C" or better. This is not calculated as a part of your grade point average. You will receive a copy of the Registration/Grade Form by mail after the faculty complete their evaluation.

The APL fee for a course is nonrefundable and may differ from the amount of tuition charged for a traditional classroom course.

Faculty member returns Registration/Grade Form (with instructor portion completed) and evidence of assessment to Academic Outreach. Students have 25 weeks from registration date to complete their APL, unless a different time schedule is designated by instructor or department chair.

For More Information

Contact Academic Outreach, Room B260, (708) 974-5710.
www.morainevalley.edu/AcademicOutreach/apl.htm