



Non-Traditional Credit Exception Request

Policies: WNC will consider awarding credit for prior experiential learning to students who have been accepted to the college. A maximum of 45 contact hours or 15 hours of instruction plus two hours of outside preparation per contact hour is required for each credit awarded. WNC may accept a maximum of 15 credits/units from non-traditional sources to include the following:

- Military training
- Correspondence course
- Extension courses
- Certificate training
- Post-secondary institutions without regional accreditation
- Other recognized sources

The above sources must meet the minimum standards for accreditation by national or state recognized agencies. Credits from non-traditional sources are evaluated on a case-by-case basis. In general, credit is awarded only for those courses or training experiences that are comparable to courses offered by WNC. Certain credits may be applicable to satisfy course requirements for occupational degrees while others may be used as elective credit primarily for the AGS, AAS and Bachelor of Technology/Applied Science degrees and for the Certificate of Achievement only. The only non-traditional credit applicable towards the AA, AB and or AS degrees is up to 4 units from military service as documented by a DD2-14, or correspondence or extension courses from a regionally accredited institution. Non-traditional education credit from any source other than correspondence classes from a regionally accredited institution will not be awarded to fulfill general education requirements, except for the human relations requirement when applicable.

This form is to request an exception to a WNC policy for non-traditional credit. Submit to Admissions and Records.
A Petition for Transfer Credit Evaluation must also be submitted.

Name: _____ Student ID Number: _____ Phone: _____

Degree or certificate program seeking: _____

Non-traditional training source: _____

List specifically the exception you are requesting and a detailed explanation of why you believe an exception is justified.
Attached an additional sheet of paper if necessary.

Signature of Student

Date

For office use only: VP: ___ Approved ___ Denied A&R: Approved: ___ Denied ___ Notes: _____