HOW TO GET COLLEGE CREDITS
FOR UNIVERSITY OF PHOENIX

THE STEPS ON HOW TO GET CREDIT

To apply for college credit at the University of Phoenix through the Corporate Articulation Agreement follow these steps:

- Obtain an official certificate or training transcript from the courses completed
- Obtain official proof of "clock hours" for the training or course work completed through your company beginning May 2010 through current
- Submit your eLearning application* to Prior Learning Assessment:

  - Log in to http://ecampus.phoenix.edu
  - Click on Services
  - Click on Prior Learning Assessment
  - Click on the link to the eLearning application
  - List each course "individually" (do not group all the courses into one training category such as "company training" or "miscellaneous".)

- Pay your initial submission fee of $150

When credits are awarded, students will be assessed $75.00 per credit hour awarded.

The process may take 2-4 weeks. If additional materials are needed you will be contacted by email. Evaluation results will be emailed 24 hours after the evaluation is complete. All official documentation must be on company letterhead, signed and dated. If a training transcript is available eLearning, the transcript must be printed so that the URL and print date show at the bottom of the transcript. It must have the student name and a company name or symbol on the transcript to show that it is official. Fees are subject to change without notice.

*Requirements: 1) Must be enrolled in an Undergraduate Degree program at the University of Phoenix or Axia College of University of Phoenix. 2) Must have elective or General Education credits remaining to complete a degree program.

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