

**NATIONAL LOUIS UNIVERSITY
CREDIT FOR PRIOR LEARNING
850 Warrenville Road
Lisle, IL 60532-1356
(630) 874-4319 FAX: 630-874-4319**

**Student Application for Review
Credit by Licensure and Certification
MS HRMD –PHR and SPHR Certifications
2018-2019**

NOTE: The licensure/certification you are submitting for academic credit review and credit award has been reviewed and approved by faculty content experts at NLU. The following criteria have been identified:

- **Represents college-level, NLU course equivalent learning outcomes**
- **Student must be admitted to the university and successfully complete one full term before becoming eligible to apply for Credit by Licensure and Certification**
- **Verify standard level of professional competency**
- **Be issued by a national professional body (not state, local, or employer)**
- **Represents a current issued licensure/certification. Expired items will not be accepted.**

Name: _____
Last First Middle

Street Address: _____

City: _____ State: _____ Zip: _____

Home Phone: (_____) _____ Work Phone: (_____) _____

Email Address: _____

Student ID#: _____ Portfolio Class Group: _____

(If applicable)

I agree to pay the required fee of: \$300 for the PHR certification (3SH's) or \$600 for the SPHR certification (6SH's).

Student's Signature Date

Application for Licensure/Certification cont.

List the NLU course name and number being petitioned for credit or list the name of the license/certification.

- _____

To have your license/certification considered for faculty review, submit ALL required documentation to Prior Learning Assessment as follows:

- Completed Application for License/Certification Review including a brief paragraph of intent (see below)
- A copy of the current license/certification
- A copy of a current resume or CV

Student Intent to Petition for Credit

1. Please describe how the professional knowledge and skills covered by the certification/licensure corresponds to the learning outcomes and competencies for a specific graduate/undergraduate course or graduate/undergraduate elective coursework. (Volume Guidance: 200-250 words; may include references to professional resources)

Application for Licensure/Certification cont.

2. Please describe how you have integrated your certification/licensure knowledge/skills with your professional work experience, career advancement, and professional growth. (Volume Guidance: 200-250 words; may include references to professional resources)

I attest to the authenticity and the current status of the attached licensure/certification and understand that credit will only be awarded if these criteria are met.

Student's Signature: _____ Date: _____