



400 Paramus Road  
Paramus, New Jersey  
07652-1595

Office of Curriculum  
Credit by  
Examination(CBE)  
and/or Prior Learning  
Assessment(PLA)  
(201) 447-7160

Name \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

### POLICY

A maximum of 45 credits earned through Bergen Community College course examinations administered by the college and/or approved standardized examinations and/or approved transfer credits from another institution may be applied toward the Associate degree requirements. Similarly, a total number up to a maximum of 18 credits required for a certificate program may be earned through one or more of the aforementioned methods, no credits may be applied for a Certificate of Achievement (CoA).

### DIRECTIONS

1. Complete the information requested in Section 1. Do not complete Section 2.
2. Read the above policy statement. If you have any questions concerning your eligibility for Credit by Examination(CBE) and/or Prior Learning Assessment(PLA), contact the Transfer Evaluator, in OneStop Room OS 101.
3. A tuition charge of \$15.00 per credit is required for credits to be applied to your student record. Submit your payment to the Bursar (Room OS 136) with this form signed by both the Faculty and Dean. The Bursar will forward this form to the Transfer Evaluator for recording of your credits.

### SECTION 1

Student ID \_\_\_\_\_

Cell Phone \_\_\_\_\_

Home Phone \_\_\_\_\_

Degree/Certificate \_\_\_\_\_

Area of Concentration \_\_\_\_\_

☐ Full-time ☐ Part-time Date of Matriculation \_\_\_\_\_

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

### SECTION 2 (To Be Completed by Faculty/Dean Only)

FOR OFFICE USE ONLY

Subject Area \_\_\_\_\_

Authorization: Faculty \_\_\_\_\_ Date \_\_\_\_\_

Authorization: Dean \_\_\_\_\_ Date \_\_\_\_\_

Course Code	Course Title	Credits	Tuition	Paid/Bursar	Cred.	Rec.
				<input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> VISA/MC		
				<input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> VISA/MC		
				<input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> VISA/MC		
				<input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> VISA/MC		
				<input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> VISA/MC		