College Credit | FastTrack

COLLEGE CREDIT FOR WORK OR LIFE EXPERIENCE

E-PORTFOLIO CHECKLIST

College Credit Fast Track (ccfasttrack.org) helps you build your e-portfolio and send it to an assessor for review. The assessor will compare the learning outcomes/competencies of the course to your prior learning.

FIRST, YOUR PRIOR KNOWLEDGE MUST MEET CERTAIN CRITERIA:

1. Is your prior learning **publicly verifiable**? Can it be measured/evaluated?
2. Is your prior experience comparable to **college-level learning**?
3. Does your prior learning have a **subject matter** knowledge base? (College credit will not be awarded for application of a manual skill, for example.)
4. Can your prior learning be **generally applied** to other situations? Does it reflect **basic principles** of the subject area?

Your e-portfolio is critical in determining whether you are eligible to receive college credit. Most e-portfolios require three sections of material:

1. DEMOGRAPHIC INFORMATION

- ☐ Name
- ☐ Course
- ☐ Degree/program
- ☐ Reason for application

2. PERSONAL ESSAY (2-5 PAGES)

- ☐ Write your narrative in **first person**.
- ☐ List your **life goals** and how they relate to the course.
- ☐ Your narrative is based on **personal** life learning experiences, such as volunteer activities, work experience, or non-credit courses.
- ☐ State your **competencies** for each area.

3. SUPPORTING DOCUMENTATION CAN INCLUDE:

- ☐ Resume
- ☐ Evaluations
- ☐ Online or industry certificates
- ☐ Awards
- ☐ Written material or artwork

Be sure to check with your individual college for additional e-portfolio guidelines.

FOR MORE INFORMATION, VISIT CCFASTTRACK.ORG