



PERALTA COMMUNITY COLLEGE DISTRICT

CPL Student Petition Form

Instructions:

Submit this form with all required documentation to cpl@peralta.edu from your Peralta email account. CPL is offered at no cost. Please complete all fields, and reach out to your instructor if you have questions about course details.

Student Information

First Name:		Last Name:	
Student ID:		Peralta Email:	
College:		Major:	

CPL Method Selection

Select the CPL method you are requesting (check ONE):

- ☐ **Credit for Military Service/Training (JST)**
Attach official Joint Services Transcript
- ☐ **Industry-Recognized Credentials/Certified Training**
Attach credential/license/training documentation
- ☐ **Student-Created Portfolio Assessment**
Contact department for rubric and submission requirements and then attach completed portfolio
- ☐ **Credit by Examination (CBE)**
No attachment needed

Course Information

Enter the course for which you are requesting CPL credit:

Subject*:		Number*:		Title*:	
Instructor Name*:					

Documentation Requirements

Based on your selected CPL method, attach the following to your email submission:

- Military JST: Official Joint Services Transcript
- Industry Certification: Certificate, license, or credential documentation with issue date
- Portfolio: Contact department first for rubric; submit completed portfolio
- Credit by Exam: No documentation needed; instructor will be contacted for grade

Student Agreement and Signature

By signing below, I confirm that:

- I am currently enrolled and in good standing at a Peralta Community College
- I have not previously earned credit for the course(s) listed above
- I am not currently enrolled in the course(s) listed above
- I understand faculty will determine eligibility based on course outcomes
- I understand CPL credit will be clearly marked on my transcript
- I understand grading is Pass/No Pass unless letter grade is ordinarily available
- I have been encouraged to meet with a counselor about how CPL impacts my education plan

Digital Signature*:		Date*:	
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Submission Instructions: Email completed form with required documentation to Peralta email account. For questions, contact cpl@peralta.edu.