



TO: Chief Executive Officers
Academic Senate Presidents

FROM: Aisha Lowe
Vice Chancellor, Educational Services & Support Division

Dolores Davison
President, Academic Senate for California Community Colleges

RE: Guidelines for Submission of the Credit for Prior Learning (CPL) District Policy
Certification due December 31, 2020

The purpose of this memorandum is to provide guidance to districts on the submission of the Credit for Prior Learning (CPL) policy certification form that is due to the Chancellor's Office by December 31, 2020.

Background

California Code of Regulations (CCR) title 5, § 55050 (n) requires community college districts to certify in writing to the Chancellor of the Community Colleges that the CPL policies required have been adopted and implemented by December 31, 2020.

On August 14, 2020 the Educational Services & Support Division (ESS) of the Chancellor's Office released memorandum ESS 20-300-001: *Guidance and System-wide Policy Advisory for the Approved California Code of Regulations, title 5 section 55050, Credit for Prior Learning (CPL), Effective March 20, 2020*. Immediately following the release of the policy guidance memorandum, the Chancellor's Office conducted an informational webinar to provide the field a review of the CPL policy amendments and an implementation toolkit. These resources can be found in the CPL community of the CCC Vision Resource Center (visionresourcecenter.cccco.edu).

Requested Action

In accordance with title 5, § 55050 (n) districts are required to submit a CPL policy certification to the Chancellor's Office by December 31, 2020. Certification will be submitted by electronic form (see the link below) and will require: 1) certification that all elements of the regulation have been included in the local CPL policy and/or implementation procedures (indicated by yes/no items in the form); 2) submission of the CPL policy language (uploading a pdf file); and 3) districts to confirm that each community college campus within the district has posted its CPL policy in the college catalog and on its website. The Chancellor's Office will review the district certifications to ensure alignment with title 5, § 55050 and provide guidance to districts where policies are not aligned.

Guidelines for Submission of the Credit for Prior Learning (CPL) District Policy Certification

October 09, 2020

The CPL policy certification form can be accessed [here](#) and a PDF copy of certification form is attached for reference purposes only (do not submit this PDF form to the Chancellor's Office).

If you have questions, please contact Chantée Guiney, CPL Specialist (cguiney@cccco.edu).

cc:

Chief Instructional Officers
Chief Student Services Officers
Chief Business Officers
Eloy Ortiz Oakley, Chancellor
Dr. Daisy Gonzales, Deputy Chancellor
Marty Alvarado, Executive Vice Chancellor
CCCCO Staff

Attachments:

- PDF copy of the Credit for Prior Learning (CPL) Certification Form (note: This is for reference only. Do not submit the PDF form to the Chancellor's Office. Complete the electronic form).
- ESS 20-300-001: *Guidance and System-wide Policy Advisory for the Approved California Code of Regulations, title 5 section 55050, Credit for Prior Learning (CPL), Effective March 20, 2020.*
- Title 5 55050 Credit for Prior Learning Regulations
- CCCCCO CPL Toolkit