We're not giving away college credit. We don’t have to. You have already learned from experience at work, as a community volunteer and leader, in the military, through job training, independent reading, open source courseware study, and many hobbies. To earn college credit for what you already know, you only need to demonstrate that the knowledge you have is at the college level. LearningCounts.org helps evaluate the level of your learning through a process called Prior Learning Assessment (PLA).

**Show What You Have Learned**
LearningCounts.org is an online process you can use to demonstrate your learning in several ways. You can prepare a portfolio by writing about your learning, making a video of yourself performing a task, providing a product of your work, or having a third party verify your knowledge. The documentation—or portfolio—you present is then evaluated by a college faculty member. If what you have submitted is at the same level as what a successful student in a college-level course could produce, a faculty expert will recommend that you be awarded college credit without taking the class!

**Take a Test**
For some subjects you can also take a test to show that you know as much about the topic as someone who passed a traditional college class. The College Board offers nationally recognized examinations that cover many subject areas. Go to the College Level Examination Program website for these exams.

**You May Already Have Credits**
If you have had training at work or in the military, you could already have college credit. The American Council on Education (ACE CREDIT) evaluates training offered by the military, employers, government agencies, and professional associations to see if it is at the college level. ACE CREDIT also evaluates registered apprenticeships, professional certifications, and exams. If you have had training and ACE CREDIT has evaluated it, you may have college credit and not even know it!
PRIOR LEARNING is a term used by educators to describe learning acquired outside a traditional academic environment. This may have been through work experience, employer training programs, military training and experience, independent study, volunteer or community service, and so on. Prior Learning Assessment (PLA) describes the evaluation of an individual’s learning for college credit, certification, or advanced standing toward further education or training.

How do I use LearningCounts.org?

1. **Talk to an advisor (optional, and, free of charge)**
   You have the option to speak one-on-one with an advisor to find out which LearningCounts.org PLA format is right for you.

2. **Enroll in the course**
   CAEL 100: Prior Learning Assessment Theory and Practice, a six-week, three credit, online course begins regularly to help you document your learning and lead you through the development of your portfolio.

3. **Create your portfolio**
   You will learn how to compile your portfolio and get it ready for evaluation by a faculty expert. You can also use this portfolio to showcase your skills to employers.

4. **Request a portfolio assessment**
   Faculty from colleges and universities across the country will evaluate prior learning portfolios and recommend credit awards. These recommendations will be recorded on an American Council on Education (ACE CREDIT) transcript.

**Fees**

Tuition for CAEL 100 is $500. Fees for portfolio evaluation are $250 per portfolio. Students may request up to six (6) credits per portfolio within a single discipline. For requests greater than six credits or across multiple disciplines, students may submit additional portfolios.

CAEL is the leader in connecting learning and work for adults. We advocate and innovate on behalf of adult learners, providing opportunities to access education, meaningful work, and economic security. We support colleges and universities that wish to attract, retain, and graduate more adult students. We build workforce organizations’ capacity to connect worker skills to employer demands. We provide employers with smart strategies for employee development and retention.