

**TO: Demonstration of APR Currency Student**  
**FROM: Director, Office for Assessment of Professional and Workplace Learning (OAPWL)**  
**SUBJECT: Demonstration of Currency**

The University allows students to demonstrate currency with an Academic Program Review (APR) credit award in situations where a student earned a credential prior to an APR effective date period<sup>1</sup>, but believes she or he can demonstrate the body of knowledge represented in the most current APR report. This approach serves as a hybrid to the traditional portfolio assessment process.

The Demonstration of APR Currency is determined after a student completes the DoC-APR application which contains:

1. A completed an APR Demonstration of Currency Application form
2. A notarized copy of the credential indicating the original date of issue
3. Documentation indicating currency with this credential (notarized as appropriate). Common examples of documentation are a dated renewal certification or letter certifying current employment in the field. Another indication would be a student who holds a credential from the same issuing-organization that is at a higher level than that for which the student is seeking credit.

The application and all corresponding documentation is reviewed by OAPWL to determine if the student has successfully demonstrated current knowledge of the subject area content of the credential in question. A phone conference may take place between the application reviewer and the student to clarify any questions that may arise during the review process. OAPWL may consult with the school associated with the credential's APR, as appropriate. An appropriate subject matter expert may interview the student to determine currency with the learning outcomes detailed in the most current APR report, at the discretion of the school associated with the APR.

The awarding of credit using the Demonstration of APR Currency method must be approved by the OAPWL Director. A student may appeal a Demonstration of APR Currency decision to the Vice Provost for the Center for the Assessment of Learning.

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<sup>1</sup> Click on the review's link at <http://www.tesu.edu/apr> to see the time period covered by a particular review

# APR DEMONSTRATION OF CURRENCY APPLICATION

Please submit a separate form for each credential.

Student Name (print): \_\_\_\_\_ University ID: \_\_\_\_\_

Degree: \_\_\_\_\_ Area of Study/Specialization: \_\_\_\_\_

1. Credential Information (Required)

- List the credential you hold. (Credential must be listed at [www.tesu.edu/apr](http://www.tesu.edu/apr))

<i>Issuing Organization</i>	<i>Name of Credential</i>	<i>Date Initially Earned/Issued</i>

- Attach a notarized copy of the credential indicating the original date of issue

2. Select 1 or more of the following Demonstration of Currency methods for APR:

- Renewal of Credential: attach a notarized copy of a dated renewal document
- Higher Level Credential: attach a notarized copy of the higher level credential indicating the original date of issue from the same issuing organization
- Related Employment: attach a letter certifying current employment in the field signed by the employer on company letterhead
- Related Continuing Education: attach documentation indicating successful completion of continuing education related to the credential
- Other Related Activities: attach a letter or documentation certifying any current activities related to the credential

**Please return this form with all requested attachments to:**

[apr@tesu.edu](mailto:apr@tesu.edu) or

Office for Assessment of Professional and Workplace Learning  
Thomas Edison State University  
111 West State Street  
Trenton, NJ 08608

Questions? Please email [apr@tesu.edu](mailto:apr@tesu.edu).