ACRE is available for 1 to 3 non-graded (S/F) credits. ACRE is subject to the restriction on the number of non-classroom credits which may be counted to satisfy the credit requirement for graduation. Students spend 50 hours working on the project for each credit hour earned. Credits are awarded commensurate with hours worked at 50 hours per credit hour unless a different basis is established beforehand by the faculty advisor. The faculty advisor approving the project must be a full-time faculty member and is responsible for monitoring the student’s learning and awarding of credit. Neither the student nor faculty advisor may receive financial compensation for work done on an ACRE project. ACRE enrollment is by permission only. A student cannot obtain ACRE credit for work done in the past and/or for courses taken at other universities or professional schools.

DEADLINE: ACRE Proposals must be complete and submitted to the Office of Student Affairs no later than (1) week prior to the first day of classes each semester for which credit is being sought.

Student Name: __________________________________________________________

Phone Number: _____________________________ E-Mail Address: _____________________________

Course Connected to ACRE Proposal: ____________________________________________

(Note: Students may only do one ACRE project in connection with any course.)

Semester Enrolled in Course: ______________________ Semester for ACRE Project: ______________________

Full-Time Faculty Advisor: _______________________________ Number of Credits (1-3): _________________

(Note: ACRE credits are subject to limitations as noted in the Student Handbook in regards to non-classroom credits.)

Do you intend for this proposed ACRE to satisfy the Experiential Learning Requirement (please check one)?

☐ YES  ☐ NO

PROJECT PROPOSAL: Attach a 1 to 2 page description of the project which describes the project and its requirements, including performance of 50 hours per credit, regular meetings/reflection with the faculty advisor, and agreement to comply with all ACRE requirements and expectations. Neither the student nor the faculty advisor may receive compensation in connection with work done on the project or for the product resulting from the project.

NEXT STEPS: Once the project proposal is attached, all sections of this form have been completed and signatures are below, route a completed copy of this form with the project proposal to the Office of Student Affairs. Both the student and faculty advisor should also keep a copy of the completed form for their records. Once the form is received, should all information be included, the student will be enrolled in the course.

CERTIFICATION: We hereby certify that we have read and understand all of the ACRE expectations and agree to comply with all stated expectations and requirements.

___________________________________________  ___________________________________________
Signature of Student Date Signature of Faculty Advisor Date

If applicable, this experience is topic relevant to the ___________________________________________ certificate.

ONCE SIGNATURES HAVE BEEN OBTAINED, PLEASE SUBMIT THIS FORM TO
THE OFFICE OF STUDENT AFFAIRS FOR ENROLLMENT

5.23.19