



TO: Demonstration of Currency Student

FROM: Dean, School of Applied Science and Technology

SUBJECT: Validation Information on Currency

Currency of knowledge is a critical aspect of the Thomas Edison State College degrees. Keeping abreast of change and innovation in the world today is a requisite of professional men and women. As an adult learner, there are many instances where you may have earned a significant portion of your technical credits ten or more years prior to your application to Thomas Edison State College. The College is aware of this possibility, and has developed policies and procedures to ensure the quality of its degree programs and to accommodate your needs.

For students enrolled in the ASAST and/or BSAST, up to half of the credits in the area of study will be accepted regardless of the age of these credits. For the BSAST, up to 22 s.h. of older credits will be accepted. Since most BSAST students are also enrolled in the ASAST, 10 s.h. of older credits are also accepted toward the option without currency validation or demonstration. The student may identify which credits he or she prefers to include in the demonstration of currency.

The standard method of demonstrating currency is a conference in which the student meets with a faculty consultant (or by telephone if student lives out of state) to discuss the student's knowledge of course material studied over ten years ago and the new developments that have occurred in the field since the courses were completed.

It is sometimes possible for a student to validate the currency of his/her knowledge without completing the conference if he/she can supply documentation of certain types of learning experiences. Validation can be accomplished in a number of ways. Please complete the information applicable to you on the enclosed form. This information may help to establish the currency of your knowledge in lieu of requiring you to participate in the Demonstration of Currency conference.



**THOMAS EDISON STATE COLLEGE
VALIDATION INFORMATION ON CURRENCY APPLICATION**

Student Name (print): _____ College ID: _____

Degree: _____ Area of Study/Specialization: _____

1. List the licenses/registries you hold relating to your specialization which might be used to demonstrate the currency of your knowledge.

<i>Issuing Agency</i>	<i>Name of Certification</i>	<i>Year Earned</i>	<i>Year Last Renewal</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2. List your three most recent employment experiences, or job titles if your employer remains the same.

<i>Employer</i>	<i>Job Title</i>	<i>Dates</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. List the courses, seminars, and training sessions you have completed within the last ten years that relate to your specialization. Attach extra pages, if necessary.

<i>Source</i>	<i>Title</i>	<i>Dates</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____

4. If applicable, list the courses, seminars, and training sessions you have taught that relate to your specialization.

<i>For Whom</i>	<i>Course</i>	<i>SH/CEU</i>	<i>Dates</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Please return this form with the following attachments:

1. Letter verifying employment (from supervisor or personnel)
2. Notarized copy of initial and renewal of certification, if not already submitted
3. Resume and job description
4. Enhancement training records, continuing education or safety/training records

Return to:
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Thomas Edison State College
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