

**CREDIT BY PORTFOLIO ASSESSMENT  
REGISTRAR / STUDENT REPORT**

Student's Name: Jane Doe  
Student ID: 100000      Program/Site: BBA Longview

<b>PORTFOLIO</b>	<b>CATEGORY</b>	<b>GEN ED.</b>	<b>ELEC.</b>
Texas Real Estate License	3		5
Eastman Chemical Safety Trainings	1		8

CATEGORIES: 1 = Prof. Courses; 2 = Prof. Accredited Colleges & Schools; 3 = Licenses & Certifications; 4 = Language Prof.

<p style="text-align: center;"><b>TOTAL ASSESSED CREDITS EARNED: 13</b> <b>TOTAL ASSESSED NEEDED PER CURRENT AUDIT: 13</b></p>
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Assessment fees are due within **thirty** days of receiving this report. **In order for credit to be posted on the official transcript, students must pay portfolio fees in full. Failure to remit payment within the thirty days period will result in forfeiture of credit.**

Important— Please Note: If paying by check, make check payable to LeTourneau University and mail to LeTourneau University, Attn.: GAPS Student Accounts, P.O. Box 7668, Longview, TX, 75607-7668. The number of portfolio hours being paid AND your Student Identification Number must be shown on check. If paying by credit card, please contact your student account representative at 1-800-388-5327 and have credit card information available. Payment may also be made online at [www.letu.edu/studentpayments](http://www.letu.edu/studentpayments).

Portfolio hours earned 13 X \$50.00 per credit hour = TOTAL DUE \$650.00

Krista Morris-Lehman  
Krista Morris-Lehman  
Alternative Credit Coordinator  
School of Graduate and Professional Studies

Date:   8/17/09

<p><b><u>REGISTRAR'S USE</u></b> <b><u>ONLY</u></b></p> <p><b>TOTAL PORTFOLIO</b> <b>CREDITS PAID</b></p>	<p><b>SUPPLEMENTAL EVALUATION</b></p> <p>Entered by: _____</p>
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