



UNIVERSITY OF
SOUTHERN MAINE
OFFICE FOR PRIOR
LEARNING ASSESSMENT

253 Luther Bonney Hall
P.O. Box 9300, 32 Bedford Street
Portland, Maine 04104-9300
780-4663 or 800-800-4876, x4383
Fax 207-780-4055
www.usm.maine.edu/pla

PORTFOLIO ASSESSMENT CREDIT PAYMENT FORM

Name _____ SS # _____

Phone _____ E-mail _____

Mailing Address, City, State, and Zip _____

Course Equivalency or General Credit Category in which the credits will be awarded:

Once credits have been assessed, but before any credits are posted to a USM transcript, the following fees must be paid:

UNDERGRADUATE CREDIT

Evaluation Fee of \$75 is required at the time of submission of the portfolio. **Date paid:** _____

\$50 per credit hour Number of credits for this portfolio: _____

Total cost of credits: \$ _____

GRADUATE CREDIT

Evaluation Fee of \$75 is required at the time of submission of the portfolio. **Date paid:** _____

\$100 per credit hour Number of credits for this portfolio: _____

Total cost of credits: \$ _____

\$15 records creation fee is added for non-USM, non-degree seeking students. \$ _____

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TOTAL COST OF PORTFOLIO: \$ _____

Fees, payable to USM, may be mailed or delivered (not telephoned) to either of the below listed addresses on the Portland Campus, and **must be accompanied by this form:**

USM, Student Billing Office
P.O. Box 9300, 118 Payson Smith Hall
Portland, Maine 04104-9300

Office for Prior Learning Assessment
253 Luther Bonney Hall, 32 Bedford Street
Portland, Maine 04104-9300

Billing Office Only

Account to be credited: 06-6805005-45364-30-00

Method of Payment: B D A C F
 Check Cash

Credit Card: Visa MC Discover Exp. Date _____ V# _____

Name on card _____ Card # _____

NAME _____ ADDRESS _____

CITY _____ STATE _____ ZIP _____ PHONE _____