MILWAUKEE AREA Technical College
CREDIT for PRIOR LEARNING and EXPERIENCE

Work/Life Experience Portfolio
Approved by: Adrian Brown
Last updated: 11/14/25

Electrcl Cncpts/Cntrl 1 ABS, BAS-143, 2 CR

Work Life Experience Information

The Work and Life Experience Portfolio Evaluation lets students turn their real-world experience—whether from work, co-op education, or training—into college credit! Here are a few important things to keep in mind:

- Milwaukee Area Technical College will not award credit based solely on years of employment
- Experiences must be verifiable and demonstrate achievement of course competencies; determined by the Lead Faculty
- A portfolio must be submitted for each course you are requesting credit
- In addition to documentation, students may be asked to display specific skills and/or complete an interview to assess content knowledge

Steps for Students to Begin:

1. Select a course (see below) that matches your prior knowledge and skills
2. Email cple@matc.edu to initiate the process with:
    a. Name
    b. Student ID#
    c. Course information (e.g., ENG-201)
3. A CPLE Specialist will notify the student when the fee is posted
4. Pay the nonrefundable fee and obtain a receipt using one of the following methods:
    a. In person at any MATC cashier's office
    b. Online via Self-Service
5. Submit the completed portfolio and any other documents required to cple@matc.edu
6. CPLE Specialist reviews and submits the portfolio to lead faculty for evaluation
7. After evaluation, the lead faculty will complete and submit the CPLE Request Form to cple@matc.edu, regardless of the outcome
8. Next Steps:
    - **If the evaluation is approved**, credit(s) will be awarded, and the student's program plan will be updated
    - **If the evaluation is not approved**, students should consult their Pathway Advisor for further guidance

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Course Information

1. Course title, number & credit value:
    a. Electrcl Cncpts/Cntrl 1 ABS, BAS-143. 2 CR
2. Course description:
    a. Learners will explore how to apply basic electrical concepts to building automated systems control. Course examines basic electrical theories, electrical symbols, line and ladder diagrams, wiring schematics, DC and AC circuits, and applies these to building automated systems control. Control theories will be applied to job duties and tasks performed on building automated systems.
3. Students must demonstrate the course competencies by submitting: A Portfolio and any other artifacts required found below. **Note for Resumes:* Lead faculty must verify the student's work history via a letterhead mail or phone interview.

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   a. Student will need to submit written letter from direct manager indicating student is competent in the various electrical signals EX: VDC,VAC, resistance, and amperage as well use competency in use of multimeter.
4. Course Competencies that must be demonstrated:
   a. Apply basic electrical concepts to building automated systems control. Course examines basic electrical theories, electrical symbols, line and ladder diagrams, wiring schematics, DC and AC circuits