



# CITY OF PEORIA

## 2010-2011 Credit Recommendation Guide

The following courses have been evaluated by Corporate Articulation to potentially fulfill General Education or Elective credits for an Undergraduate Degree. In order to receive any of the credits recommended below, students should submit supporting documents to Prior Learning Assessment. For more information on PLA visit: [ecampus.phoenix.edu/pla](http://ecampus.phoenix.edu/pla) or contact the department toll free at 866-440-4707.

There are fees associated with your PLA submission. However, you may be eligible for PLA benefits. Please contact your Finance Advisor for more information.

PLA will not award credit for certifications or coursework that duplicates the content of credits earned through PLA, transfer credit, National Testing Program credit or University of Phoenix. Clock hour to semester credit hour conversions are made by the University using current U.S. Department of Education standards.

**University of Phoenix Equivalency:** General Education or elective category to which credit can be applied.

**Combinable:** Courses may only be combined with courses of similar content and General Education/Elective areas.

**Non-Academic:** Lack of college level theory and/or principle necessary for credit recognition. Company specific and skill-based training.

**Too Few Hours:** Courses/training that cannot receive credit because they are less than 1 hour total in length. Similar content in a 1(+) hour timeframe may be eligible for credit.

**Applicable Hours:** Indicates the total amount of actual learning time. Any breaks or lunch time included in the initial clock hours have been removed.

Updated: 03/16/2012

**Note: Duplicate courses listed within this guide (regardless of their length) will only be eligible for credit once through Prior Learning Assessment.**

Course Number	Course Title	Delivery Method	Course Year	Course Length	Applicable Hours	Credits Recommended	University of Phoenix Equivalency
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### Aspiring Supervisor Program

	Aspiring Supervisor Program Orientation	Classroom	04/2011 - 12/2011	4	Hour(s)	0	0	Non-Academic
	True Colors	Classroom	06/2011 - 12/2011	4	Hour(s)	4	Combinable	Interdisciplinary/ Elective
Sup200	Basics Of Supervision	Classroom	04/2011- 12/2011	8	Hour(s)	8	0.5	Interdisciplinary/ Elective
Sup402	Nurturing A Meaningful Mentor Relationship	Self-Paced	11/2011- 12/2011	2	Hour(s)	0	0	Non-Academic
	Basics Of Effective Communication	Classroom	11/2011- 12/2011	6	Hour(s)	6	0.5	Interdisciplinary/ Elective
Hr201	Employment Law Basics	Classroom	04/2011- 12/2011	2	Hour(s)	2	Combinable	Interdisciplinary/ Elective
	Customer Service Excellence	Classroom	08/2009 - 12/2011	4	Hour(s)	4	Combinable	Interdisciplinary/ Elective
	Ethics In Public Service	Classroom	03/2008 - 12/2011	4	Hour(s)	0	0	Non-Academic
	Ethics In Public Service	Self-Paced	03/2008 - 12/2011	4	Hour(s)	0	0	Non-Academic

Course Number	Course Title	Delivery Method	Course Year	Course Length		Applicable Hours	Credits Recommended	University of Phoenix Equivalency
	Harassment Prevention	Classroom	03/2007 - 12/2011	4	Hour(s)	4	Combinable	Interdisciplinary/ Elective
	Diversity Training	Classroom	09/2008 - 12/2011	4	Hour(s)	4	Combinable	Interdisciplinary/ Elective
	Fire Extinguisher/Building Evacuation	Classroom	01/2004 - 12/2011	2	Hour(s)	0	0	Non-Academic
	Ccc/Aed	Classroom	08/2008 - 12/2011	2	Hour(s)	0	0	Non-Academic
	Defensive Driving	Classroom	02/2002 - 12/2011	2	Hour(s)	0	0	Non-Academic
	Defensive Driving	Self-Paced	02/2002 - 12/2011	2	Hour(s)	0	0	Non-Academic
	Site Security	Classroom	08/2008 - 12/2011	2	Hour(s)	0	0	Non-Academic
	Defensive Driving	Self-Paced	02/2002 - 12/2011	2	Hour(s)	0	0	Non-Academic
	Site Security	Classroom	08/2008 - 12/2011	2	Hour(s)	0	0	Non-Academic
	Site Security	Self-Paced	08/2008 - 12/2011	2	Hour(s)	0	0	Non-Academic

### Electives

Per203	Time Management And Prioritization	Classroom	02/2010-12/2011	4	Hour(s)	4	Combinable	Interdisciplinary/ Elective
Gov200	Government 101	Classroom	04/2011-12/2011	6	Hour(s)	6	Combinable	Interdisciplinary/ Elective
Pm201	Project Management For Supervisors	Classroom	10/2011-12/2011	5	Hour(s)	5	Combinable	Interdisciplinary/ Elective
Saf200	Introduction To Osha And Accident Prevention	Classroom	08/2004 - 12/2011	4	Hour(s)	4	Combinable	Interdisciplinary/ Elective
	Leave Management Basics	Self-Paced	02/2010 - 12/2011	4	Hour(s)	4	Combinable	Interdisciplinary/ Elective
Prf204	Making Great Presentations	Classroom	05/2009-12/2011	4	Hour(s)	4	Combinable	Interdisciplinary/ Elective
Sup425	Government Financial Management	Classroom/Self-Paced	04/2011-12/2011	7/2	Hour(s)	8	0.5	Interdisciplinary/ Elective

### Supervisor Certification Program

	Supervisor Certification Program Orientation	Classroom	04/2011-12/2011	4	Hour(s)	4	Combinable	Interdisciplinary/ Elective
	True Colors	Classroom	06/2011 - 12/2011	4	Hour(s)	4	Combinable	Interdisciplinary/ Elective
	Emotional Intelligence	Classroom	05/2011 - 12/2011	8	Hour(s)	8	0.5	Interdisciplinary/ Elective
Hr202	Critical Thinking And Decision Making: Not As Easy As It Sounds	Classroom	04/2011-12/2011	8	Hour(s)	8	0.5	Interdisciplinary/ Elective
Gov200	Government 101	Classroom	04/2011-12/2011	6	Hour(s)	6	Combinable	Interdisciplinary/ Elective
	Basics Of Effective Communications	Classroom	11/2011-12/2011	6	Hour(s)	6	Combinable	Interdisciplinary/ Elective

Course Number	Course Title	Delivery Method	Course Year	Course Length		Applicable Hours	Credits Recommended	University of Phoenix Equivalency
Sup402	Nurturing A Meaningful Mentor Relationship	Self-Paced	11/2011-12/2011	4	Hour(s)	0	0	Non-Academic
Sup420	Building An Effective Team	Classroom/self-paced	04/2011-12/2011	5/1	Hour(s)	5.5	Combinable	Interdisciplinary/ Elective
Prf202	Conflict Management Strategies: Navigating Others Through Workplace Difficulties	Classroom	04/2011-12/2011	8	Hour(s)	8	0.5	Interdisciplinary/ Elective
	Change Management: Building Resiliency	Classroom	06/2011 - 12/2011	6	Hour(s)	6	Combinable	Interdisciplinary/ Elective
	Building Trust At All Levels	Classroom	06/2011 - 12/2011	4	Hour(s)	4	Combinable	Interdisciplinary/ Elective
Sup425	Government Financial Management	Classroom/self-paced	04/2011-12/2011	7/2	Hour(s)	8	0.5	Interdisciplinary/ Elective
Sup401	Understanding Supervisor Paperwork And Workflow	Classroom	02/2012 - 12/2012	6	Hour(s)	6	Combinable	Interdisciplinary/ Elective
PM201	Project Management For Supervisors	Classroom	10/2011-12/2011	5	Hour(s)	5	Combinable	Interdisciplinary/ Elective
Hr204	Recruiting And Hiring	Classroom	11/2011-12/2011	6	Hour(s)	6	Combinable	Interdisciplinary/ Elective
	Customer Service Excellence	Classroom	08/2009 - 12/2011	4	Hour(s)	4	Combinable	Interdisciplinary/ Elective
	Ethics In Public Service	Classroom	03/2008 - 12/2011	4	Hour(s)	0	0	Non-Academic
	Ethics In Public Service	Self-Paced	03/2008 - 12/2011	4	Hour(s)	0	0	Non-Academic
	Harassment Prevention	Classroom	03/2007 - 12/2011	4	Hour(s)	4	Combinable	Interdisciplinary/ Elective
	Diversity Training	Classroom	09/2008 - 12/2011	4	Hour(s)	4	Combinable	Social Science
	Fire Extinguisher/Building Evacuation	Classroom	01/2004 - 12/2011	2	Hour(s)	0	0	Non-Academic
	Ccc/Aed	Classroom	08/2008 - 12/2011	2	Hour(s)	0	0	Non-Academic
	Defensive Driving	Classroom	02/2002 - 12/2011	2	Hour(s)	0	0	Non-Academic
	Defensive Driving	Self-Paced	02/2002 - 12/2011	2	Hour(s)	0	0	Non-Academic
	Site Security	Classroom	08/2008 - 12/2011	2	Hour(s)	0	0	Non-Academic
	Site Security	Self-Paced	08/2008 - 12/2011	2	Hour(s)	0	0	Non-Academic

### Electives

	Time Management And Prioritization	Classroom	02/2010-12/2011	4	Hour(s)	4	Combinable	Interdisciplinary/ Elective
	Work-Life Balance (Stress Management)	Classroom	03/2012 - 12/2012	2	Hour(s)	2	Combinable	Interdisciplinary/ Elective
	Event Planning	Classroom	06/2012-12/2012	2	Hour(s)	2	Combinable	Interdisciplinary/ Elective
SUP421	Turning "No" Into "Yes" – Successful Negotiations Inside And Out	Classroom	04/2011-12/2011	4	Hour(s)	4	Combinable	Interdisciplinary/ Elective

Course Number	Course Title	Delivery Method	Course Year	Course Length		Applicable Hours	Credits Recommended	University of Phoenix Equivalency
PRF204	Making Great Presentations	Classroom	05/2009-12/2011	4	Hour(s)	4	Combinable	Interdisciplinary/ Elective
SUP426	Leadership Capstone And Final Project	Self-Paced	11/2011 - 12/2011	20	Hour(s)	20	0.5	Interdisciplinary/ Elective
SUP424	Partners in Performance: Employee Performance Management	Classroom/self-paced	03/2010 - 12/2011	4/2	Hour(s)	5	Combinable	Interdisciplinary/ Elective
	Employment Law for Supervisors and Managers	Classroom	03/2010 - 12/2011	8	Hour(s)	8	0.5	Interdisciplinary/ Elective