DePaul University School for New Learning

Expedited Independent Learning Pursuit (ILP) Competence Articulations
for American Payroll Association Certified Payroll Professional Certification

Approved Certification for Competence:

- The American Payroll Association (APA) Certified Payroll Professional (CPP) Certification

Overview:

Based on a review of APA certification preparation materials, the School for New Learning (SNL) has approved competence credit for undergraduate students who have successfully received certifications in the area of CPP. Students who wish to apply certifications to their B.A. programs may do so by submitting copies of their certification notifications along with completed Expedited ILP assessment forms to their academic committees for approval.

Documentation of SNL’s review and authorization of the CCP certification program is available from SNL’s Teaching, Learning and Assessment (TLA) committee.

Approved SNL Competence Statements:

For the CPP Certification, the competence statements which follow are pre-authorized. For application of certification areas to alternative competences, students should first consult with their Academic Committees. The first competence statement reflects a use of theory and the second represents active management of supply chains in complex and changing operational environments.

- **FX: Payroll Practice.** *Can administer and improve payroll practices to ensure accuracy, risk management and customer satisfaction with the pay processes in an organization.*

Instructions for Submitting CCP Certifications for SNL Competence Credit:

Students who seek SNL competences for the CCP certification authorized above should submit to their Academic Committees the certifications on Expedited ILP forms, available on the SNL website, with copies of APA CCP Certification notifications attached. The assessment fee per certification is $150.
Step 1: Students should complete the Expedited ILP Submission Form for the certification they want to submit for competence. Students should submit their forms to their Faculty Mentors.

Step 2: Faculty Mentors should review and approve the forms, obtain the Professional Advisors’ approval, and then submit the approved documents to the SNL Assessment Center.