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 **Intent to Pursue Prior Learning Assessment (PLA)**

Degree seeking students who have mastered learning in certain subject matter areas through means other than academic credit from a regionally accredited institution, may apply for credit through the Prior Learning Assessment (PLA) process.

To begin this process, students submit this form to the Registrar’s Office. Once received, the student will be registered for PLA 101 Prior Learning Assessment Workshop. Students will work with PLA Facilitator to compile an ePortfolio to demonstrate the competencies of the course for which credit is requested. Students will earn pass/fail (P/F) grades for PLA credit after evaluation of the completed ePortfolio by the Registrar. Information regarding P/F grades can be found in the College Catalog.

Name: ID:

Please Print

Course for which PLA evaluation is requested:

Course Number and Title

In which term: ⧠ Fall ⧠ Spring ⧠ Summer

The tuition charge for PLA is $75 per credit which will be charged to the student account upon receipt of this form, regardless of completion of the process. Courses for which PLA credit is requested are not included in the calculation for full-time status and do not qualify for financial aid. No PLA ePortfolio can be evaluated for credit prior to receipt of this completed form by the Registrar’s Office. One form per course is required. PLA credit is awarded on a Pass/Fail basis and is awarded based on competencies and outcomes achieved and aligned with course content. Work to be evaluated must be submitted prior to the beginning of the scheduled final exam week for the term selected as published on the academic calendar.

Student Signature: Date: