

Types of Prior Learning Assessment

A. Prior Learning Portfolio Development (This option is currently not available)

- Class participation in a 2-3 credit portfolio course
- Development of portfolio
- Faculty assess and award credit

B. Prior Learning Course Challenge

- Each quarter, students will register for a 1-2 credit course which covers meetings with instructors/staff to explain process and registration/grading/transcript rules. Course will collect standard state tuition and fees. The instructor will determine the number of independent study credit and compensated per Independent Study language in UFC contract.
- Faculty assessment by written or oral exam, portfolio, skill demonstration and role plays/simulation.
- Possible courses—LEARN 099 or PLA 099. The grading for this class will be Pass/No Credit.

Course Challenge Process—

1. Student meets initially with faculty for assessment of request.
2. Instructor submits form to division chair and dean's office for signature.
3. Approved form is sent to the staff member in Education Support Services coordinating PLA process.
4. Education Support Services creates item number for each PLA and contacts the student to set up meeting to complete enrollment paperwork. During that meeting a credentials evaluator will also be present to explain the impacts that PLA will have on grading/transfer and graduation requirements.
5. Student enrolls in the course and pays the course tuition and coop fees.
6. Once student payment is recorded, a PAF will be generated for faculty payment.
7. The PLA form is then sent back to the faculty member to officially start the process of awarding PLA credit. Once the work has been evaluated the instructor assigns a grade and submits the form to Enrollment Services for transcript posting. The course will be added as a note on the student transcript and the form will remain in Enrollment Services for records retention.

(Sample note on transcript for IT 110 at 5 credits with grade of 2.0: A902/PLA-IT 110 2.0 5cr)

C. Prior Learning Credit Translation

- CLEP (College Level Examination Program)—Faculty Grid
- AP (Advanced Placement)—Faculty grid
- IB (International Baccalaureate)—TBA
- ACE (American Council of Education's Guide to the Evaluation of Educational Experiences in the Armed Services)—Military grid