

# AURORA COLLEGE

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## **POLICY**

Prior Learning Assessment and Recognition (PLAR) is used to recognize past learning. The PLAR process can be used to demonstrate that a College applicant meets the admission requirements for a Program and/or that a student of the College is entitled to obtain credit for one or more courses within a Program.

## **PRINCIPLES**

1. Prior Learning Assessment and Recognition is a valuable process that can be used to recognize student learning that has occurred outside of formal learning settings.
2. PLAR may be applied toward academic credit, toward the requirements of training programs, or for occupational certification.

## **PROCEDURES**

### **General**

1. Each Program will identify courses which will not be considered for PLAR. Restrictions or exceptional conditions shall be published in the College Calendar and in the approved Program Outline.
2. A student who is registered in a program/course which is being delivered by Aurora College through an agreement with another post-secondary institution, trade organization or other accrediting body may be required to abide by the PLAR policy of the organization with which the College is partnered.

### **Procedures and Activities**

1. In order for applicants to be considered for PLAR, they must make a written request for their past experiences to be considered through the PLAR process. Requests should be made to the Office of the Registrar at the time of application for admission to the College. This submission must include personal career goals, a brief biography and a preliminary list of course(s), for which s/he wishes to receive credit.
2. Prior learning will be assessed by the Registrar, in consultation with appropriate Program staff.

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3. Tools to be used in assessing PLAR may include, but are not limited to:
  - Interviews
  - Certificate, diploma, degrees, transcripts
  - Job-related training
  - Challenge
  - Standardized test results
  - Volunteer work
  - Independent study
  - Portfolios
4. Using one or more of the above methods, a student may be granted credit for up to 40% of the total Program/course requirements.
5. In order to earn credits through PLAR for a course, applicants must demonstrate they have the skills, knowledge, or competencies required to successfully meet the course/module objectives as outlined in the approved course outline.
6. An evaluation fee will be charged for a PLAR evaluation, payable in full, prior to evaluation (see policy J.02 Fees).
7. Student may not apply for PLAR for a course if they:
  - a. are currently enrolled in the course with the College;
  - b. were enrolled previously in the course with the College and did not successfully complete the course; or
  - c. have previously audited the course.
8. Credits earned through PLAR will be designated appropriately on the official transcript. (see policy C.25 Grading of Courses)
9. The decision of the Registrar will be final.

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### FACT SHEET

**DATES:**

1995-05	New policy issued.
1995-10	Policy revised. Policy and Program Committee Motion PPC#37-1995. Board of Governors Motion BG#78-1995. Implemented January 1, 1996.
2011-04-07	New format approved and implemented. Board of Governors Motion #BG14-2011.
2012-07-27	Policy revised. Board of Governors Motion #BG30-2012. Implemented July 1, 2012.

**RELATED POLICIES**

C.25 Grading of Courses  
J.02 Fees

**RELATED AURORA COLLEGE BYLAWS**

None