

1.0 POLICY

Applicants who have been accepted into Ministry approved programs at Grant MacEwan University may be granted advance credit for non-formal learning through Prior Learning Assessment and Recognition (PLAR).

2.0 RATIONALE AND GUIDING PRINCIPLES

- 2.1 The University is committed to minimizing barriers to student mobility while maintaining the integrity of educational programs and credentials.
- 2.2 PLAR practices should be efficient, relevant, effective and accessible for learners.
- 2.3 PLAR mechanisms should be flexible and responsive to the diverse needs of individual learners as well as those of institutions in order to accommodate the learner while maintaining quality standards.
- 2.4 Assessment of prior learning shall be made by subject matter experts with external advice as necessary.
- 2.5 PLAR can contribute to the efficiency of educational systems by efforts to eliminate redundant education or training for individuals who have acquired skills and knowledge elsewhere.

3.0 SCOPE AND DEFINITIONS

In this policy:

- 3.1 Awarding of credit through PLAR is restricted to Ministry approved programs.
- 3.2 PLAR involves assessing and recognizing a person's knowledge and skills, acquired through work/life experiences, non-formal, and informal learning, in relation to applicable program or course learning outcomes. A PLAR assessment may include (but not limited to) the following:
 - Written challenge exam
 - Oral exam or interview
 - Performance assessment
 - Portfolio assessment

4.0 REGULATIONS

4.1 Roles and Responsibilities

4.1.1. The Provost and Vice President Academic is responsible for this policy.

4.1.2 The Office of the University Registrar is responsible for the overall administration of this policy.

4.1.3 Deans, based on advice from chairs, are responsible for identifying programs and courses within their respective Faculty or School, for which students may make application for credit by PLAR.

4.1.4 Chairs, in consultation with content experts when required, are responsible for determining, whether a student application for PLAR submitted through the Office of the University Registrar meets established eligibility criteria. Chairs are responsible for developing, disclosing and monitoring procedures for the assessment of demonstrated prior learning.

4.1.5 Students are responsible for informing themselves about PLAR processes and fees.

4.2 PLAR Opportunities and Assessment

4.2.1 Institutional policies and procedures shall be fully disclosed to students applying for PLAR. Advising will be provided so that students are informed about academic requirements and potential outcomes of both successful and unsuccessful PLAR assessments.

4.2.2 A Prior Learning Assessment fee must be paid before the PLAR assessment will commence.

4.2.3 In all cases, the assessment and evaluation of prior learning and the determination of competency and credit awarded will be done by subject matter experts (usually faculty members teaching in the course area for which credit by PLAR is being sought).

4.2.4 Chair approval must be granted before students can apply for credit by PLAR more than once for the same course.

4.2.5 Departments and programs are not required to offer PLAR in all courses.

4.3 Registration and Graduation Considerations

- 4.3.1 Students must meet the eligibility criteria for registration in the course in which they seek credit by PLAR. In cases where students are seeking credit by PLAR for a prerequisite to a course in which they intend to register, the PLAR process must be completed before registering in the advanced course.
- 4.3.2 Credit earned through challenge exams shall be recorded on transcripts in the same way grades are normally transcribed for credit courses, but will not be included in calculations of grade point average or course load. Other forms of PLAR shall be recorded on transcripts with the alternate grade code of CR (Completed Requirements).
- 4.3.3 Credit awarded through PLAR will apply only to the designated course and will not constitute awarding of PLAR credit of any prerequisite to that course.
- 4.3.4 Course credit awarded through PLAR does not count as a course registration with respect to policy C1035 (Repeating Credit Courses at MacEwan University).
- 4.3.5 Students shall be advised that although credit awarded through PLAR at MacEwan University may fulfil MacEwan University graduation requirements, another institution may or may not allow the PLAR credit to be applied towards a credential at another institution.
- 4.3.6 Credits awarded through PLAR cannot be used to fulfill residency requirements.

4.4 Appeals

Decisions of the University with regard to the awarding of credit by PLAR are not subject to appeal under policy E3103 (Student Appeals).

FACT SHEET

DATES:

Approval 2011.03.15
Review 2016.03

SOURCE:

90.03.15 C2010, C2011, C2014 consolidated. Recommended by Academic Council 90.03.06 and approved by Board motion 14-11-89/90

95.04.20 Revisions to policy recommended by Academic Council 95.03.07 and approved by Board motion 4-09-94/95.

2001.07.05 Updated terminology (Grant MacEwan University).

2003.02.01 Format updated.

2004.02.24 Revisions approved by Board motion 01-2-24-2003/04 for implementation date is July 1, 2004.

2006.06.08 Amended as recommended by Academic Council 06/05/16, and approved 06/06/08 by Board motion 01-6-8-2005/06.

2009.10.08 Terminology updated to reflect name change to Grant MacEwan University. Approved by Board motion 01-10-8-2009/10.

2011.03.15 Revised as recommended by Academic Policies Committee, and approved by Academic Governance Council motion AGC-05-03-15-2011.

2014.10.28 Terminology updated to reflect housekeeping and textual changes, and approved by Academic Governance Council motion AGC-04-10-28-2014.

2014.12.22 Updated to reflect current policy names and numbers, references to retired policies, and Related Policy listings.

RELATED POLICIES:

C1035 Repeating Credit Courses
C2020 Grading
C2030 Inter-Institutional Transferability
C2100 Graduation
C5010 Admissions
C5020 Auditors of Courses
E2112 Refunds of Tuition and Student Fees
E3103 Student Appeals

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C2010

NOTE:

This policy may be reviewed in advance of its next 5 year review requirement.

IMPLEMENTATION DATE: September 1, 2011