PLAR Process Diagram

E2004

The following workflow is a guide for students seeking Prior Learning Assessment and Recognition (PLAR) credit. It is designed to show the steps they will need to take, and what to expect at each point in the process.

Student arranges an initial meeting with Department Chair/Coordinator to discuss PLAR process and possible eligibility.

Chair asks Faculty Assessor if available to do PLAR for a PLAR eligible course

Faculty Assessor meets with student to discuss assessment tool(s) and timeline

Faculty Assessor and Student sign PLAR request form

Student takes form to RES and pays PLAR fee; returns original form to Faculty Assessor

Assessment completed by deadline

PASS

Faculty Assessor submits Grade Change form to Registrar and Enrolment Services, signed by the Department Chair.

PLAR credit added to student record.

Register in Regular Section of Course

Postpone PLAR

ASSESSMENT ABANDONED

COLOUR CODE PROCEED (GO) POSTPONE/
SUSPEND COMPLETE STOP