

Text Based Outline of PLA Simplified Process Flow Diagram

Student

Creates Account

Selects Target College

Builds Profile

Searches for Course(s) related to his/her prior learning

Creates request/petition to speak with Advisor at target college

Advisor

Claims Student's Petition

Consults with Student about best target class for Prior Learning credit and updates Petition so includes only one class for possible PLA credit

Directs Student to Create Application

Student

Submits Application /Updated Petition for 1 class

Advisor

Reviews Application

Approves or Denies

Gets Dean Approval (each college chooses if makes optional)

Assigns an Assessor (faculty member) to review

Student

Pays fee (if any)

Creates and submits e-Portfolio documenting prior learning and how meets target class' Learning Outcomes

Assessor

Reviews e-Portfolio

Approves or denies PLA credit for the class

Initiates Transcription Process

Student Gets PL Credit for Course if Assessor approved

Advisor Makes Certain Credit Transcribed

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