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## PRIOR LEARNING ASSESSMENT

### PROCEDURE

This form is for assessment of prior learning (PLA). Students seeking transfer credit from previous post-secondary study should use the transfer credit assessment form and complete that process before considering options for a prior learning assessment.

Assessment of prior learning will occur once:

1. This form is completely filled in and is accompanied by the \$52.00 non-refundable application fee. **Payment may be made by money order payable to Cape Breton University or by Visa or MasterCard. If using a credit card please use the Credit Card Charge Form.**
2. The student requesting PLA has applied for admission to Cape Breton University and has paid the application fee.
3. The student requesting PLA has provided a detailed portfolio of prior learning. For further information about the PLA portfolio, please visit [www.cbu.ca/ admissionsadvanced-standing](http://www.cbu.ca/admissions/advanced-standing).

**Note:** If credits are awarded, a fee equal to fifty percent (50%) of the regular tuition for those credits will be charged, to a maximum of \$2000. The credits will not be listed on the transcript until the fee is paid. Accepted methods of payment are cash, money order or through online banking offered by most financial institutions in Canada.

### INFORMATION

**Student Name:** \_\_\_\_\_

**Birthdate (required):** \_\_\_\_\_

**CBU Student ID (if known):** \_\_\_\_\_

**Email (required):** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**CBU Program of Study:** \_\_\_\_\_

**Date Submitted:** \_\_\_\_\_

**Note:** If credit for COMS1100, COMS2101 or COMS3101 is sought, please visit [www.cbu.ca/admissions/advanced-standing](http://www.cbu.ca/admissions/advanced-standing) for guidelines.