

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. The student requesting the Prior Learning Assessment (PLA) has applied for admission to Cape Breton University and paid the application fee.
2. The Prior Learning Assessment (PLA) form is completely filled in and submitted to **transfer_credits@cbu.ca**.
3. The student requesting the Prior Learning Assessment (PLA) has provided a detailed portfolio of prior learning. For further information about the PLA portfolio, please visit **CBU.ca/Transfer**.
4. Successful applicants will be required to pay one half the current course costs for which a PLA is being granted, before credits will be awarded.

INFORMATION

Student Name: _____

Birthdate (required): _____ CBU Student ID (if known): _____

Email (required): _____ Phone: _____

CBU Program of Study: _____ Date Submitted: _____

CBU Course Code and Name: _____

Note: If credit for COMS1100, COMS2101 or COMS3101 is sought, please visit **CBU.ca/transfer** for guidelines.

FOR OFFICE USE ONLY

Permission from Dean has been received: ☐

Date: _____

Dean's or Designate's Signature _____