

CANADORE COLLEGE
OPERATIONAL POLICY MANUAL

TITLE: Prior Learning Assessment and Recognition (PLAR)

EFFECTIVE DATE: May 19, 2015

1. SCOPE

1.1. Authority

This policy is issued under the authority of the President.

1.2. Application

This policy applies to all students pursuing Prior Learning Assessment and Recognition (PLAR) for credit toward a course required to attain a Canadore College credential.

2. PURPOSE AND PRINCIPLES

2.1 Purpose

The purpose of this policy is to establish a basis for a consistent PLAR process.

2.2 Principles

2.2.1 The College recognizes the value of students' prior learning and is committed to providing support to learners seeking PLAR.

2.2.2 The College is committed to following transparent, consistent, equitable, and effective PLAR practices.

2.2.3 The College is committed to the recognition of cultural teachings while being a model of fair and equitable practices.

2.2.4 The College shall ensure that all PLAR practices meet the Ministry of Training, Colleges and Universities' policies, directives and program standards.

3. DEFINITIONS

3.1 Recognition of Prior Learning

Recognition of Prior Learning (RPL) is a process that involves the identification, documentation, assessment and recognition of formal study and of non-formal learning acquired through work and life experience. RPL credit may be granted through mechanisms such as but not limited to Credit Transfer, Prior Learning Assessment and Recognition (PLAR), and/or Advanced Standing.

3.2 Prior Learning Assessment and Recognition

Prior Learning Assessment and Recognition (PLAR) is a process used to assess significant and relevant learning acquired through study, work, volunteering and other life experiences, not recognized through the formal credit transfer process.

4. **POLICY**

- 4.1 PLAR is available to students who are interested in pursuing a College credential, who, through work and life experience, have acquired learning that is equivalent to a Canadore College course.
- 4.2 PLAR is evaluated through an analysis of the acquired learning relative to the learning outcomes for the course.
- 4.3 To be eligible for PLAR, candidates must be at least 19 years of age, or have an Ontario Secondary School Diploma or equivalent.
- 4.4 Students who have previously attempted and failed a course may not seek equivalency for that course through the PLAR process within one academic year following the course failure.
- 4.5 Students who receive credit through PLAR must go through the regular admission process in order to gain entrance to a College program.
- 4.6 Wherever possible, PLAR shall be available to learners. Where PLAR is not possible in a particular course, it shall be clearly documented on the course outline.
- 4.7 PLAR fees are in addition to tuition. PLAR fees are not refunded in the event of an unsuccessful PLAR attempt.
- 4.8 PLAR is graded according to the grading scheme for the course.
- 4.9 Students have the right to appeal the PLAR assessment through the Academic Appeal Policy (A-1).
- 4.10 PLAR grades are included in the calculation of the student's grade point average (GPA).
- 4.11 Credits awarded through the PLAR process do not count toward the College's Graduation Policy (A-8) residency requirement.
- 4.12 Applications and supporting documentation will be handled in accordance with the province's Freedom of Information and Protection of Privacy Act (R.S.O 1990) and the College's Protection of Privacy Policy (B-14).

5. ROLES AND RESPONSIBILITIES

5.1 President

The President is responsible for the overall management and operation of the College. The President ensures that the policy is implemented and that compliance is monitored.

5.2 Vice President Academic

The Vice President Academic is responsible for the effective implementation of this policy and is to resolve any disputes arising over policy interpretation.

5.3 Vice President, Student Services, Enrolment Management, Recruiting & Marketing

The Vice President Student Services, Enrolment Management, Recruiting & Marketing is responsible for the effective implementation of this policy and is to resolve any disputes arising over policy interpretation.

5.4 Registrar

The Registrar is responsible to enforce the compliance of this policy.

6. EVALUATION

This policy will be reviewed every three years.