## Prior Learning Assessment/Credit for Prior Learning (PLA/CPL) Portfolio Review and Approval Form

(for matriculated and currently registered undergraduate degree students seeking specific course credit)



## STUDENT SECTION:

Students seeking specific RIC course credit for prior learning must develop a portfolio of supporting documentation to be included with this form. The portfolio must provide details of the college-level learning obtained (i.e., work and/or life experience they believe is equivalent to specific course credit. To create the portfolio, the students should review the RIC catalog to identify the course for which they are seeking credit Request a sample course syllabus from the appropriate department chair. gained through the workplace or lifelong learning closely parallel the learning outcomes of college level learning the Rhode Island College course (whether a specific course or for elective credit). Credit will be granted only for documented learning that is clearly germane to the student's degree program, not for experience per se.

student Name:				וט:	Date:
	First	MI La	st		
RIC Email:			Major:		Seeking credit for (list course and number):
is possible a stu ortfolio is award	s to be awarde dent's portfoli ed 6 credits an	d/posted as fo o may be awa d 4 credits are	ded more credits the for a specific course	•	equivalent or course substitution. Ex. icate the course for 4 credits and the
TEGORY:					
Course Equivalency					# Credits:
_				(list course and num	per)
Course Equivalency					# Credits:
<u>-</u>				(list course and num	per)
Course Equivalency					# Credits:
_				(list course and num	per)
Course Substitution (if applicable)					# Credits:
_				(list course and num	per)
EQUIRED SIGN	ATURES IN R	OUTING ORI	<b>DER</b> (Associate Dean F	AS signature only requi	red if Connections course*):
Approve	Deny	Chair/ Progr	am Director:		Date
Approve	Deny	Academic De	an:		Date
Approve	Deny	Associate De *if Connection			Date
Approve	Deny	Provost/or D	esignee:		Date

## **NOTIFICATION PROCESS**

If PLA/CPL credit(s) is approved through the Provost level, a copy of this form will be forwarded to the following:

- 1. Bursar at <u>bursar@ric.edu</u> who will calculate the assessment fee and bill the student. The 2020-2021 assessment rate is \$15/credit for up to 15 credits; \$10/credit for 15 or more credits.
- 2. Student via their RIC email and all approvers.
- 3. Records Office (<a href="mailto:ebright@ric.edu">ebright@ric.edu</a> ) for credit to be posted once the assessment fee has been paid. The form will be added to the student's file (hard copy or electronic).