

303-15 - PRIOR LEARNING ASSESSMENT - PROCEDURE

1. PURPOSE

CCC will maintain academic integrity and rigor through the adoption of the Council for Adult and Experiential Learning (CAEL) "Standards of Assessment" and the below process of PLA portfolio evaluation.

2. PROCEDURE

1. Definition: Prior Learning Assessment (PLA) is a process of earning college credit from learning acquired through a student's work, training, hobbies, experiences, and personal life.
2. Students wishing to pursue PLA must meet with a PLA Academic Advisor to examine how their own learned experience aligns to CCC course outcomes.
3. All PLA students are required to enroll into COL 130 and COL 135:
 - a. COL 130, Resume, Financial, and College Literacy, is a three-credit course that is a pre-and/or co-requisite to COL 135.
 - b. COL 135, Experiential Learning, is a one-semester, one-credit PLA course that will provide necessary skills for portfolio completion. The course may be repeated three (3) times. Students must be enrolled in COL 135 while completing their portfolio. The maximum timeframe for completing the portfolio is three (3) semesters.
4. The PLA portfolio incorporates a collection of evidence of learning acquired throughout a person's life, along with a formal petition for college credit.
5. PLA is completely driven by the student's self-motivation and not the institution. There is no guarantee of awarded credits.
6. Students may earn a maximum of 45 CCC credit hours through the submission of a PLA portfolio.
 - a. A letter grade will be applied by the Subject Matter Expert for credit earned as determined by the level of CCC course competencies achieved in a specific subject.
 - b. PLA earned at CCC is considered institutional credit and will be posted to the student's academic transcript and identified as PLA credit.
 - c. Earned PLA credit of "C" or better may be applied towards:
 - i. a degree or certificate.
 - ii. residency requirements for a degree or certificate as outlined in 303-13 Graduation Procedure.
 - e. Earned PLA credit may be applied towards the Arizona General Education Curriculum (AGEC) courses, including Special Requirements.
8. Students are responsible for all tuition and fees associated with the PLA program as financial aid does not apply to experiential learning coursework, i.e. COL 135.

3. BACKGROUND

1. References: Fiddler, Marienau & Whitaker, (2006) *Assessing Learning: Standards, Principles, & Procedures*. Chicago, IL: CAEL; PLA material from CAEL
2. Revision history: 02/22/2012 (new); 03/12/2014; 02/09/2015, 12/09/2015
3. Legal review: none
4. Sponsor: Registration and Enrollment Services

Adopted by College Council: 12/09/15

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