

REQUEST FOR PRIOR LEARNING ASSESSMENT

Return Completed Form to the Enrollment Center, Katahdin Hall

Students who are matriculated at EMCC may be eligible for prior learning assessment (PLA) consideration. Please review the current policy and options on the EMCC website at www.emcc.edu/PLA.

Name: _____ ID#: _____

Program: _____ E-mail Address: _____

Type of Credit Requested:

- Credential Review (professional state or national certifications, examinations, or licensure)**
Current, valid documentation must be presented directly to the Admissions Office for duplication, review and transcription. There is no fee associated with proficiency credit.

CREDENTIAL REVIEW AWARDED					
Course No.	Course Title	Credits	Cert./ License	Admissions Representative Signature	Date

- PLA Portfolio Review**
Request to be made after the student has met with the Dean of Academic Affairs to review portfolio requirements and standards. A non-fundable review fee of \$125 per portfolio (course) must be made prior to the portfolio evaluation.

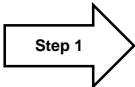
Business Use Only

Number of Courses: _____ x \$125

Total Due: _____

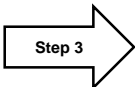
Date Fee Paid: _____

Receipt #: _____



Academic Dean's Signature: _____

Course(s): _____ Date: _____



PORTFOLIO REVIEW CREDIT AWARD OR DENIAL SUMMARY					
Course No.	Course Title	Credits	Pass/Fail	Faculty Evaluator's Signature	Date

- Challenge Exam (college-specific)**
Challenge exams are offered on a limited basis at EMCC for courses where there is no equivalent national exam. Requests for challenge exams must be made and approved by the Department Chair overseeing the course. A non-refundable examination fee of \$100 must be made prior to the examination date.

Business Use Only

Number of Exams: _____ x \$100

Total Due: _____

Date Fee Paid: _____

Receipt #: _____



Department Chair's Signature: _____

Course(s): _____ Date: _____

Academic Dean's Signature: _____ Date: _____



CHALLENGE EXAM CREDIT AWARD OR DENIAL SUMMARY					
Course No.	Course Title	Credits	Pass/Fail	Faculty Evaluator's Signature	Date

For Office Use Only:

Data Operator: _____ Date Entered: _____ 5/16 er