



REQUEST FOR PRIOR LEARNING ASSESSMENT (PLA)

Awarding credit for prior learning is a process of evaluation and assessment of a student's learning gained outside a traditional academic environment. *A maximum of 15 credit hours may be earned through credit by exam, military credit, standardized tests, and prior learning assessment. Prior learning credit does not count toward the credit hour residence requirement.

Students requesting a credit through Prior Learning Assessment (PLA) will meet with the appropriate dean/director/lead faculty member and present this form along with a complete portfolio. *A fee of \$75 is to be paid before the portfolio is submitted for consideration and receipt is to be included with documentation.

** Some exceptions apply – see Policy 5-27 Credit for Prior Learning*

TO BE COMPLETED BY STUDENT(PLEASE PRINT):

Name: _____
Last Name First Name MI

WSU Tech ID: W_____ Program of Study: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Student Signature (Required): _____ Date: ____/____/____

BUSINESS OFFICE USE ONLY

Fee Paid

Date: ____/____/____

TO BE COMPLETED BY FACULTY MEMBER, DIRECTOR, OR DEAN:

<u>Subject & Course #</u>	<u>Credit Hours</u>	<u>Credit Granted</u>	<u>Reviewer Signature</u>	<u>Date</u>
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	____/____/____
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	____/____/____
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	____/____/____
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	____/____/____
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	____/____/____

**use supplemental page if more than five courses are being granted credit*

This credit is the result of (Select one or more that apply):

- Work/Life Experience
- Military Training
- Corporate/Industry Training
- Credit by Exam/Test Out
- Other (describe): _____

Final Approval: _____ Date: ____/____/____
(Required) Director/Dean's Signature

FOR REGISTRAR'S OFFICE USE ONLY

Date Received: ____/____/____ Entered By: _____
Registrar's Office Signature



**REQUEST FOR PRIOR LEARNING ASSESSMENT
(PLA)
(Supplemental Page)**

Student Name: _____ WSU Tech ID: _____

TO BE COMPLETED BY FACULTY MEMBER, DIRECTOR, OR DEAN:

<u>Subject & Course #</u>	<u>Credit Hours</u>	<u>Credit Granted</u>	<u>Reviewer Signature</u>	<u>Date</u>
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	___/___/___
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	___/___/___
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	___/___/___
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	___/___/___
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	___/___/___
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	___/___/___
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	___/___/___
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	___/___/___
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	___/___/___

This credit is the result of (Select One or Both):

- Work/Life Experience
 Military Training
 Corporate/Industry Training
 Credit by Exam/Test Out
 Other (describe): _____

Final Approval: _____ Date: ___/___/___
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