



Policy	#4-10
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Administrator Responsible:	Vice President, Students & Community Engagement

Prior Learning Assessment & Recognition Policy

POLICY STATEMENT

North Island College (NIC) recognizes that learners acquire knowledge and skills through life, work experiences and study unassociated with formal education. Through Prior Learning Assessment and Recognition (PLAR) processes, NIC will assess this knowledge and skill and may grant academic credit. Academic credit awarded is NIC resident credit and is graded and transcribed. Fees will be charged for the PLAR process.

PURPOSE STATEMENT

NIC is committed to responding to the needs of learners and values the rich variety of ways in which learning takes place. NIC seeks to recognize learning obtained through life and work experience and to provide academic credit through the flexible assessment of this learning.

SCOPE AND APPLICATION

This policy applies to all learners who enroll in credit courses at NIC.

PRINCIPLES

In recognizing prior learning, NIC seeks to:

1. increase the accessibility of college courses and programs to learners;
2. contribute to the NIC vision of offering individualized education and training by formally recognizing the knowledge and skill sets that individuals bring to the college;
3. use valid and reliable means of assessment, by qualified specialists; and,
4. ensure that standards of educational quality are met.

DEFINITIONS

Prior Learning Assessment and Recognition (PLAR) is the assessment of knowledge and skills acquired through life experiences, work, and study unassociated with formal education and the recognition of that prior learning related to program and/or course learning outcomes.

Transfer Credit is credit awarded for programs or courses completed at another accredited post-secondary institution. Transfer credit may be awarded as assigned or unassigned credit.

Resident credit is credit earned at NIC to meet program residency requirements.

GUIDELINES

1. The learner has the primary responsibility for providing sufficient evidence that college level learning has been achieved.
2. Only faculty who have the appropriate subject matter expertise shall assess and evaluate prior learning.
3. Through PLAR processes, NIC may award credit for demonstration of current knowledge and skill, not for the amount of time spent in the learning process.
4. To achieve PLAR credit for a particular course, all applicants must demonstrate knowledge and/or skill at a level equivalent to learners who have completed the non-PLAR version of the course. Successful PLAR applicants should have sufficient skills and knowledge to progress and complete their program of study at NIC.
5. Fees for PLAR shall be included in the Fee Schedule obtainable at the Office of the Registrar.
6. PLAR assessments may include interviews, portfolios, reference checks, exams, skill demonstrations and other valid and reliable assessment tools.
7. PLAR uses the same grading system as non-PLAR.
8. The PLAR process shall have access to the student complaint and appeal process associated with academic and non-academic decisions.
9. PLAR credit appears the same as non-PLAR credit on transcripts.
10. Students are responsible for consulting with the Financial Aid office regarding any impacts PLAR may have on eligibility for student aid.
11. Students eligible for accommodations through the Department of Accessible Learning Services can access those accommodations when engaged in the PLAR process.
12. The timing of PLAR processes varies by decanal area and PLAR services may not be available during summer months and 6 weeks prior to end of semester/graduation periods.

LIMITATIONS

1. The maximum number of credits that can be obtained through the PLAR process is 50% of the number required to complete the program.
2. The program area will determine whether a course may be available for the PLAR process.

ASSOCIATED DOCUMENTS

Program areas and the Office of the Registrar will establish procedures, regulations, and fees for PLAR. These procedures are documented in the Student Services procedure manual.

LINKS TO OTHER RELATED POLICIES, DOCUMENTS AND WEBSITES

<https://bcplan.ca/plar-options-processes-and-credit-allowances-in-bc>

<https://bcplan.ca/>

<https://capla.ca/>

<https://www.cael.org/>

[Policy 3-17 Accommodations and Accessible Learning Services for Students with Disabilities](#)

[Policy 3-30 Student Appeals](#)

[Policy 3-31 Student Complaint Resolution](#)

[Policy 3-33 Evaluation of Student Performance](#)

[Policy 4-14 Grade System](#)

[Policy 4-17 Admission](#)