Prior Learning Assessment and Recognition Form

Broadway campus
1155 East Broadway, Vancouver, B.C. V5T 4V5

Downtown campus
250 West Pender St., Vancouver, B.C. V6B 1S9

p: 604.871.7000, option 8
f: 604.443.8450
e: transfercredit@vcc.ca

www.**vcc.ca**

Email the completed form and all supporting documentation to transfercredit@vcc.ca or submit in person to the Registrar's Office at any VCC campus.

Applicants who have been admitted into a VCC program may be granted academic credit for non-formal learning through PLAR based on previous education and/or experience. International students are strongly advised to consult with the International Education (IE) office (study@vcc.ca) to learn how PLAR may impact their study permit and/or post-graduate work permit eligibility. Requests for PLAR will be subject to an administrative service fee.

Personal information

Student ID

Last name (family name) First name

Phone Email Birthdate (DD/MM/YYYY)

Student signature Date (DD/MM/YYYY)

Program information

Name of program Term (year and month)

PLAR Course Information For Department Use Only

Student Input	Assessment Methods (Select All That Apply)	Assessment Date	Decision	Assessor
VCC course name/number (i.e., HOSP 1310 Introduction to Tourism)	Credit Bank, Challenge Exam, Standardized Test, Products/ Portfolio, Demonstration/Simulation/Performance Assessment, Interview, Worksite Assessment, Self-Assessment, External Evaluation, Indigenous Knowledge and Ways of Being	DD/MM/YY	Approved/Denied	Name/Initials

Additional information

- PLAR credit fees are assessed at a maximum of 50% of the current tuition rate of VCC courses. Payment must be received prior to PLAR assessment. If the PLAR request is approved, the Registrar's Office will update the student's official academic record accordingly. Students are advised to check their account summary online via their myVCC account. Outstanding account balances may impact future registration.
- In combination with approved transfer credits, the maximum credits obtained through PLAR will not exceed 65% of the total credit value of the student's program of study at VCC. Some programs may have different restrictions for maximum credits obtained through transfer credit and PLAR. Please refer to the Program Content Guide of your program for more details.
- Receiving PLAR credit(s) may reduce the number of courses required in a term, full-time program status and/or overall length of study. This may impact eligibility for financial assistance, scholarships, bursaries and awards. Students are strongly advised to consult with the Financial Aid Office (financialaid@vcc.ca) to learn how PLAR may impact their status and eligibility.
- Students must submit all requests for Prior Learning Assessment a minimum two weeks prior to the start of registration. PLAR will not be assessed or awarded once the course freeze date has passed.
- For more information about PLAR fees and processes, please refer to VCC Policy and Procedures D.3.5 or visit our **webpage**.

Comments (for office use only)

Comments

Processed By Date Processed (DD/MM/YYYY)

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The information on this form is collected under the authority of the BC Freedom of Information and Protection of Privacy Act (1996) and is needed to process any changes in your student record. If you have any questions about the collection and use of this information contact the Registrar's Office.