

PRIOR LEARNING ASSESSMENT

Departmental Authorization

To be completed by Faculty Assessor



UNIVERSITY COLLEGE
THE UNIVERSITY OF TOLEDO

Rev 071516

University Credit
Assessment Center
Rocket Hall, Room 1300
Mail Stop #343
Toledo, OH 43606-3390

Phone: 419.530.3142
Fax: 419.530.3198
PLA@utoledo.edu

COURSE YOU ARE AUTHORIZING FOR CREDIT THROUGH PRIOR LEARNING ASSESSMENT:

Subject/Alpha	Course No.	Course Name	Cr Hrs

Printed Name of Faculty Assessor

Title/Dept.

ASSESSMENT METHOD (MARK ALL METHODS YOU WILL UTILIZE IN ASSESSING THE STUDENT):

Please provide brief descriptions or specifications for methods in boxes below:

Written Test

Computer Test

Portfolio

Professional Certification

GRADING METHOD: All assessments will receive a letter grade in congruence with the University grading scale.

FACULTY AUTHORIZATION:

As the **Instructor of the course**, I hereby authorize the PLA methods outlined above.

Signature of Faculty Assessor

Date

As the **Department Chair** offering the course, I hereby authorize PLA for the course.

Department Chair or Assistant/Associate Dean's Signature

Date

**Please provide a page listing the topics over which the student will be assessed.
This may be a sample syllabus with learning objectives or outcomes.**

THIS FORM AND ADDITIONAL DOCUMENTATION MAY BE RETURNED TO THE UNIVERSITY CREDIT ASSESSMENT CENTER BY EMAIL, FAX, CAMPUS MAIL OR DROP OFF AT THE CONTACT INFORMATION AT THE TOP OF THIS FORM. COURSE AUTHORIZATIONS WILL REMAIN IN EFFECT FOR THE TENURE OF THE AUTHORIZING FACULTY MEMBER, UNLESS THE PLA OFFICE IS OTHERWISE NOTIFIED. PLA IS ADMINISTERED UNDER UNIVERSITY POLICY #3364-71-17.

Important Notes

In those instances where assessments are not passed, no transcription of the PLA attempt will be added to the student record.

A student must be admitted to The University of Toledo to be eligible to pursue prior learning assessment credit by exam or portfolio and must be currently enrolled for credit to be posted. If the student is not enrolled in the term in which the assessment is completed, the credit hours will not be posted until the next semester of enrollment.

There is no limit on the number of hours of credit by prior learning assessment which a student may pursue; however, only a maximum of 30 hours may count toward graduation in any program.

A student must earn a grade of "C" or better to earn credit by PLA. Credit by Exam and/or Portfolio are recorded with letter grades, which contribute to student grade point averages (GPA's).

The faculty assessment stipend is \$75 per course for every student assessment completed, regardless of student outcome, payable in the following semester by University College.

Student assessment fees are processed and billed by the University Credit Assessment Center and are independent of faculty stipends.