



REQUEST FOR PRIOR LEARNING ASSESSMENT (PLA) N CREDIT

N credit may be requested if a student feels that prior learning, obtained in settings other than a traditional college environment, could be judged to be of collegiate level and equivalent to a course or courses offered at Columbus State Community College.

Students requesting a credit through Prior Learning Assessment (PLA) will:

- Meet with the appropriate department chairperson and obtain approval to develop a learning portfolio.
- Submit this completed form to the faculty advisor, along with the receipt for \$50.00 obtained from the Cashier's Office, Second Floor, Rhodes Hall.
- Submit the completed portfolio to the faculty advisor.

NOTE: A student with only non-traditional credit on his/her academic records will be unable to obtain a transcript until the student has successfully completed a Columbus State course. N credit is calculated as part of the earned credit hours but not as part of the grade point average.

PLEASE NOTE: This form will not be processed without the receipt showing the \$50.00 fee has been paid. Please attach the receipt to this form.

TO BE COMPLETED BY STUDENT (PLEASE PRINT):

Name: _____
LAST FIRST MI

CougarID Number: _____ and Social Security Number: _____

Program of study: _____

Street Address: _____ Apt Number: _____

City: _____ State: _____ ZIP Code: _____

Daytime Telephone: (_____) _____ Evening Telephone: (_____) _____

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

TO BE COMPLETED BY DEPARTMENT:

Course Number	Credit Hours	Credit Granted	Chairperson Signature	Date
_____	_____	<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 A RESULT OF (SELECT ONLY ONE): (DEPARTMENT USE ONLY)

- Work/Life Experience (Credit type LE)
- High School Articulation Agreement (Credit type OC)
- Military Training (Credit type OC)
- Industry Training (Credit type OC)
- Other (Please Describe): _____ (Credit type OC)

FOR OFFICE USE ONLY

Date received: ____/____/____ Date completed: ____/____/____

Completed by (Please print - Required): _____

Signature (Required): _____