

# Prior Learning Assessment



**METRO STATE  
UNIVERSITY**

Complete this form and have it signed by the faculty member, chair, and dean in order to be registered for Prior Learning Assessment. For questions, please contact the Student-Directed Learning office, [sdl@metrostate.edu](mailto:sdl@metrostate.edu).

**Accessibility Resources:** This document is available in alternative formats upon request, by contacting the Center for Accessibility Resources, at [Accessibility.Resources@metrostate.edu](mailto:Accessibility.Resources@metrostate.edu) or 651-793-1549. If you need disability-related accommodations, please contact the Center for Accessibility Resources.

## Contact Information

**Student Name:**

**Student ID#:**

**Metro Email:**

**Phone:**

**Major:**

**Advisor Name:**

## Course Information

**Title:**

(maximum of 75 characters):

**Term:**

**Year:**

**Subject Code:**

(for example ICS, PSYC, WRIT)

**Grading option:**

**Number of Credits:**

**Level:**

**Will this PLA be equivalent to an existing course?**

If yes, course number:

**Student Signature to request registration:**

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## Evaluator Information

Evaluator Name:

Tech ID:

E-mail:

Role:

Evaluator Signature:

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## Department Approval

Approved for Registration

Chair Signature:

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## College Approval

College:

Cost Center:

Approved for Registration

Approved for Faculty Work Assignment

College Dean Signature:

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1. **Competence Statement:** Summarize your proposed course? What learning will you demonstrate?
  
2. **Learning Outcomes:** What are the specific learning outcomes you have achieved?
  - If you are proposing a course equivalency, list the course number and the outcomes from the [official course description](#).
  - If you are proposing that your PLA count for General Education or RIGR, make sure to address those requirements.
  
3. **Learning Process:** What was your learning process? What were your learning activities?
  
4. **Resources:** What resources have you used in your learning?
  
5. **Has your learning been assessed previously?** Have you earned college or university credit for learning in this subject? If so, explain how this proposal is different.
  
6. **Assessment and Evaluation Methods:**

<input type="checkbox"/> case study	<input type="checkbox"/> oral interview	<input type="checkbox"/> simulation
<input type="checkbox"/> certificate/license/exam	<input type="checkbox"/> portfolio	<input type="checkbox"/> other (describe):
<input type="checkbox"/> essay	<input type="checkbox"/> presentation	
<input type="checkbox"/> journal	<input type="checkbox"/> project evaluation	
<input type="checkbox"/> objective test	<input type="checkbox"/> reflective paper	
<input type="checkbox"/> observation	<input type="checkbox"/> research paper	
  
7. **Who have you consulted on this proposal?**