

*To be completed jointly by the student with the faculty member  
Who teaches the course for which PLAR application is made.*

## **The University of Prince Edward Island**

### **PRIOR LEARNING ASSESSMENT AGREEMENT WITH FACULTY**

- Student to complete this form in consultation with the course instructor / department chair.
- Pay fee at Accounting Office.
- Return completed form to the PLAR Coordinator at the address on the second page.

**Date:** \_\_\_\_\_

**Student Name:** \_\_\_\_\_ **UPEI ID#:** \_\_\_\_\_

**How can we reach you during the day? Tel:** \_\_\_\_\_ ; **Tel:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Course Number:** \_\_\_\_\_

**Course Title:** \_\_\_\_\_

**Instructor Name:** \_\_\_\_\_

**Instructor Phone #:** \_\_\_\_\_

**Instructor Email:** \_\_\_\_\_

The PLAR Coordinator has arranged for you, the faculty member and the student to communicate, preferably in person, to discuss the feasibility of PLAR for a specific body of knowledge. Through this conversation, the faculty member will describe the curriculum, and his/her expectations of any student who follows this course. Provision of a syllabus to the student is highly recommended. The student will describe his/her relevant learning, with a focus on how it matches the course content and intent. Together you will negotiate terms of the PLAR submission.

**AGREED METHODS OF ASSESSMENT:** It is assumed that a **portfolio presentation is the main vehicle in this PLAR process.** Is there a supplemental process that is desirable to round out the assessment? Please check **any other requirement:**

	<b>Due Dates</b>		<b>Due Dates</b>
<input type="checkbox"/> Demonstration	_____	<input type="checkbox"/> Interview	_____
<input type="checkbox"/> Presentation	_____	<input type="checkbox"/> Other (please specify)	_____

**RE: PORTFOLIO SUBMISSION:** (to be completed by student)

- I will submit copies, and retain originals for my records.
- I understand that the University of Prince Edward Island is not responsible for loss or damage to original documents.
- The contents of my portfolio will be my own work.
- I understand that the turnaround time for PLAR assessment is three months from submission date, and that credit is not guaranteed through this assessment process.

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**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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**Faculty Member Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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**Dean/Department Chair Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Return completed form in hard copy to:**

PLAR Coordinator, Attn: Karen Dempsey  
Room 116, McDougall Hall, UPEI, 550 University Avenue  
Charlottetown, PE C1A 4P3 / Email: plar@upei.ca