

PRIOR LEARNING PORTFOLIO

Prior Learning Assessment Form

Eligibility: Student requesting Prior Learning credit for course work or industry certification or other experience earned or awarded prior to or outside of enrollment at Palm Beach State College must be admitted to the receiving program and earn at least 25% of the program credit/clock hours before the PL credits are applied to the student's transcript. **Exception:** Students seeking internal course credit that does not transfer to other Florida institutions. (ex. CJK1933).

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Section 1 – To be completed by Student

Student ID #: _____ Student Name: _____

Date: _____ Current Program Objective: _____

In some cases, the catalog year listed on this form may need to be changed to make the prior learning credit fit the best for degree audit purposes.

AS or PSAV course to be considered for Prior Learning Assessment:

Course Prefix & Number	Course Title	Credits/ Clock Hours	Fee

Section 2 – Faculty Agreement to Evaluate Portfolio

*I have verified that the student is admitted to the program of study and has completed 25% of the program hours/credits;
I agree to evaluate the portfolio for the course listed above.*

Faculty Member

Date

Section 3 – Cashier's Office

Students requesting Prior Learning credit for course work earned prior to or outside of enrollment at Palm Beach State College must pay a \$50 processing fee.

Student has paid \$ _____ per established fee schedule. Date: _____
(Student - Attach copy of fee receipt)

Cashier-Misc. Receipt Code EL - Experiential Learning Fee

Section 4 – Signature Approval

Please check appropriate box: Approved Not Approved

I have completed the final review of the student's portfolio for the course listed above:

Faculty Member

Date

Associate Academic Dean

Date

Academic Dean

Date

Vice President of Academic Affairs

Date

Section 5 – Registrar Posting to Transcript

The course in Section 1 has been posted to the student's transcript:

Posted by: _____ Date Posted: _____

Term Posted: _____