

**Prior Learning Assessment and Recognition (PLAR)  
Self-Assessment Form Instructions**

**Prior Learning Assessment and Recognition Self-Assessment Form Process**

1. Review the course learning outcomes (CLOs) for the course you are requesting to receive prior learning credits towards, listed below under the Course Learning Outcomes column.
2. In the Evidence of Learning column provide details regarding your experiences to support your evidence of learning for each CLO. Such details may include the company, organization, or institution you gained these experiences from and how these directly relate to the course learning outcomes. If experiences are not from a company, organization, or institution, please provide details of how you obtained these learning experiences and how they directly relate to the CLO.

Questions to ask yourself:

- How do I currently use this knowledge/skill?
  - What previous training have I had to gain this knowledge/skill – workshops, work experience, courses, etc?
  - What personal development or volunteer experience do I have in this area?
3. If you believe that your learning experiences directly relate to the CLO, please submit this completed form to the Transfer Credit and PLAR Office at [theservicehub@senecapolytechnic.ca](mailto:theservicehub@senecapolytechnic.ca). The Transfer Credit and PLAR Office will then connect you with a PLAR representative from your program area for next steps.

Student Name: \_\_\_\_\_ Student Number (if applicable): \_\_\_\_\_

Program: \_\_\_\_\_ Term: \_\_\_\_\_

Course Code: \_\_\_\_\_ Course Title: \_\_\_\_\_

By submitting this application, you attest that all the information provided is factually correct and true. Any determined use of Generative Artificial Intelligence or unauthorized third-party (human or technical) to assist with answering the questions will result in an Academic Integrity Warning on your student account. Any additional attempts in which Generative Artificial Intelligence is found to have been used or an unauthorized third party will result in an Academic Integrity Offence on your student records and a ban from applying for PLAR.

Candidates Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT**

Personal information on this form is collected in accordance with sections 21, 39 and 49 of the Freedom of Information and Protection of Privacy Act and under the legal authority of the Ministry of Training, Colleges and Universities Act, R.S.O. 1990, and the Ontario Colleges of Applied Arts and Technology Act, 2002, Regulation 34/03, and may be used and/or disclosed for administrative, statistical and/or research purposes of Seneca and/or the ministries or agencies of the Government of Ontario and the Government of Canada. If you have any questions concerning the collection and use of personal information, please contact the Privacy Office at (416) 764-0400 or email [privacyoffice@senecapolytechnic.ca](mailto:privacyoffice@senecapolytechnic.ca).

Course Learning Outcomes	Evidence of Learning
1.	
2.	
3.	
4.	
5.	
6.	
7.	

8.	
9.	
10.	

**FOR ACADEMIC AREA OFFICE USE ONLY**

Evaluator's Name (please print): \_\_\_\_\_

Evaluator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**ELIGIBLE TO CONTINUE WITH ASSESSMENT:** Yes:  Term: \_\_\_\_\_ No:

**ASSESSMENT:** Challenge Process:  Portfolio:

Expected Completion Date: \_\_\_\_\_

**FOR TRANSFER CREDIT AND PLAR OFFICE USE ONLY:**

PLAR Class Number Created: \_\_\_\_\_

Enrolled:  Fee Posted:  Term: \_\_\_\_\_

PLAR Systems Officer: \_\_\_\_\_ Date: \_\_\_\_\_