



PRIOR LEARNING ASSESSMENT

EARN COLLEGE-LEVEL CREDIT FOR EXPERIENCE-BASED LEARNING.

PUT YOUR

- / Training
- / Certificates
- / Seminars
- / Life Experience

TO WORK FOR YOU.

PRIOR LEARNING ASSESSMENT (PLA) CREDITS

ASSOCIATE OF ARTS

A maximum of 49 credits of combined nontraditional learning and/or transfer credits toward the 67 credits required for an Associate of Arts degree. Students in a 64 credit Associate of Arts program may apply a maximum of 46 credits of combined nontraditional learning and/or transfer credits toward the degree.

BACHELOR OF ARTS

A maximum of 75 nontraditional credits may be applied toward degree completion in a Bachelor's program. These 75 credits can be any combination of acceptable types of nontraditional credit with a maximum of 30 PLA credits.

IN ADDITION TO PLA CREDITS, NONTRADITIONAL CREDITS INCLUDE

National Credit Recommendations (ACE, NCCRS, military) and National Testing Programs (AP, Berlitz, CLEP, DSST, Excelsior, IB, TECEP, UExcel).

ELIGIBILITY REQUIREMENTS

You are eligible for the PLA program if you meet the following requirements:

- Undergraduate student
- Fully matriculated
- Degree-seeking
- Successful completion of PSY 202
- Satisfy English proficiency requirement
- Have room in your degree plan for PLA credits

BENEFITS

How you benefit

- Save valuable time and finish your degree faster
- Save money - you'll need fewer classes to obtain your degree
- Satisfy prerequisites in your career path
- Rely on a personal process that meets your specific needs
- Receive validation for life-long learning
- Increase your access to higher education

PRIOR LEARNING ASSESSMENT (PLA) DOCUMENTATION GUIDE

Sponsored Professional Training

| SUBMISSION TYPE | SUPPORTING DOCUMENTATION | DOCUMENTATION OF CONTACT HOURS | DOCUMENTATION OF CONTENT | EVIDENCE OF STUDENT LEARNING |
|--|--|--|---|--|
| Formal structured college-level coursework taken in a non-collegiate setting, such as standardized trainings, certificate programs, or seminars, in areas related to Ashford University degree programs or coursework. | Evidence of successful completion. | Number of contact hours (how long you were in class) must be listed for each training topic or course. | Evidence of training content. | Credit Rationale Paper. |
| Fee: \$30 per credit hour assessed. | <p>Completion examples:</p> <ul style="list-style-type: none"> • Transcript • Certificate • Employee Training Record • Letter on company letterhead signed by appropriate official <p>Contact information (phone and/or email) for training instructor or work supervisor</p> | <p>Each training must be a minimum of 15 hours</p> <p>Note: Continuing Education Units (CEUs) are not standard units; documentation of actual clock hours or definition of CEU conversion is required.</p> | <p>Training content examples:</p> <ul style="list-style-type: none"> • Syllabus • Course description • Training agenda • Training manual table of contents | <ul style="list-style-type: none"> • Summarization of training content and identification of specific learning outcomes • Explanation of how training outcomes are equivalent to college-level outcomes • Description of how you have applied what you learned from the training • Description of how you will apply the training knowledge and your skills and abilities to future situations |

Experiential Essay

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|--|--|--|---|--|
| Reflective/Research paper that demonstrates understanding of the experiential learning process by aligning personal experience with the learning outcomes of an Ashford University undergraduate course. | One artifact (physical evidence of the learning) must be submitted with each experiential essay. | At least one year of experience related to the experiential essay topic is required. | Selection of a three credit undergraduate course from Ashford University. | Experiential Essay (12 to 15 pages). |
| Must complete EXP 200: Fundamentals of Adult Learning (3 elective credits at undergraduate tuition) | <p>Artifact examples:</p> <ul style="list-style-type: none"> • Work Sample • Business plan • Publication • Job Performance Report • Photographs • Validation of the experience by an appropriate official | <p>Experience examples:</p> <ul style="list-style-type: none"> • Work • Volunteerism • Community activities • Travel • Artistic endeavors • Hobbies | The course learning outcomes must directly align with your experience | <ul style="list-style-type: none"> • Describe and analyze specific experiences related to the six course learning outcomes • Research and summarize the concepts, theories, and principles related to the learning outcomes • Explain what you learned from both experience and research and how you will apply that knowledge to future situations |
| Fee: \$125 per experiential essay assessed | | | | |

Students must be fully admitted, successfully complete PSY 202, and satisfy the English proficiency requirement prior to applying for PLA credits. Students must be degree-seeking, undergraduate students and have room in their degree plan for PLA credits. Credit is awarded only in areas which fall within the regular curricular offerings of Ashford University. Students may apply up to 30 PLA credits toward degree completion for a Bachelor's program and up to 15 PLA credits toward an Associate of Arts program.