## Universal Application for Prior Learning Assessment

(Please Print)

<table>
<thead>
<tr>
<th>Last Name of Student</th>
<th>First</th>
<th>MI</th>
<th>Application Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student ID#</td>
<td>Phone</td>
<td>Alternate Phone</td>
<td></td>
</tr>
<tr>
<td>Street Address</td>
<td>City/State ZIP</td>
<td>Email Address</td>
<td></td>
</tr>
</tbody>
</table>

Signatures on this form indicate that the advisor has checked and student is aware that:

- [ ] Student must have completed at least 6 non-developmental credit hours at SouthArk before the credit can be transcribed.
- [ ] No more than 50% of the credits on a certificate program or 50% of the credits on an associate's degree may be earned from Prior Learning Assessment methods, up to 30 hours total.
- [ ] The process to evaluate credit will be completed within 5 working days of the application date.

______________________________  ________________________
(Printed Name and Signature of Admissions/Advising Staff)  (Date)

### Student Consent:

This application is a request to have my non-traditional learning experiences assessed. It does not guarantee the award of credit. I am aware that up to 50% of certificate or associate degree coursework may be earned through prior learning assessment (PLA).

______________________________
(Student Signature)  
(Date)

### 1) Credit by External Competency Exam – Gain credit through national exams (CLEP, AP, DANTES)

<table>
<thead>
<tr>
<th>Test Taken</th>
<th>Seeking Credit for</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Course Prefix</td>
<td>Course #</td>
</tr>
</tbody>
</table>

### 2) Credit by Internal Challenge Exam – Gain credit through exams used by SouthArk department faculty.

Is test score passing? [ ] Yes [ ] No

Course Prefix  
Course #  
* Score

Even if the score is not passing, scan documentation to indicate that the challenge was attempted.

### 3) Credit by ACE Workplace Education Training – Gain credit through training programs evaluated by the American Council on Education (visit http://www2.acenet.edu/credit for ACE credit evaluations) evaluation copies attached.

Ace ID  
Seeking Credit for

<table>
<thead>
<tr>
<th>Course Prefix</th>
<th>Course #</th>
</tr>
</thead>
</table>

[ ] Match [ ] No Match

### 4) Credit by Professional Training – Gain credit through evaluation of professional training, certificate copy attached.

Certificate Description  
Seeking Credit for

<table>
<thead>
<tr>
<th>Course Prefix</th>
<th>Course #</th>
</tr>
</thead>
</table>

[ ] Match [ ] No Match

### 5) Credit by Joint Services Transcript Evaluation – Gain credit through evaluation of military training, evaluated by the American Council on Education or evaluation of military training course description. Copy of the JST attached.

Ace ID  
or Military Course ID  
Seeking Credit for

| Course Prefix | Course # |

[ ] Match [ ] No Match

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Revised 5/27/2015, C. Harrell  
Office of Student Affairs
# Universal Application for Prior Learning Assessment

6) **Credit by DD214 Evaluation** – Gain credit through evaluation of military training, DD214 copy attached.

<table>
<thead>
<tr>
<th>DD214 ID</th>
<th>Seeking Credit for</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Course Prefix</td>
</tr>
</tbody>
</table>

   - [ ] Match
   - [ ] No Match

7) **Credit by Evaluation of Prior Learning by Licensure/Certification** (Gain credit with current licensure or certification.) Attach copies of licenses or certifications.

   - **A) Professional Licensure** – Institutional review required.
     - Type
     - Number
     - Licensing Agency

   - **B) Professional Certification** -- Institutional review required.
     - Type
     - Number
     - Certifying Agency

8) **Credit by Portfolio for Prior Knowledge/Skills** (Credit earned through the professional review of a portfolio demonstrating that current course learning skills and objectives are met. Credit may not be transferable.) Application must be attached to portfolio when presented for evaluation and remain with the portfolio until approved.

   - Semester enrolled in Portfolio Development program
   - Year
   - Portfolio Development Instructor

   - Seeking Credit for

   - [ ] Match
   - [ ] No Match

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Signature(s) below indicates verification that credentials/evidence presented meet criteria for award of credit for the following SouthArk course:

- [ ] Signature of Registrar’s Office
- [ ] Signature of Academic Dean
- [ ] Signature of Vice President of Learning

- [ ] Date
- [ ] Date
- [ ] Date

(Only req. for Portfolio Evaluation)

(Only req. for Professional/Military training not evaluated by ACE, Challenge exams, Licensure and Certification)

(for External Exams and ACE evaluated training)
Universal Application for Prior Learning Assessment

Changes made to this form.

1. Consolidated all forms into one.
2. In student information area, moved Zip to the City, State area, moved Application Date
3. Removed the line “All placement assessments (Compass, ACT, Asset) are complete. If not complete, please explain below and get the academic dean to initial here and approve this exception.”
4. Restated line from “Student has completed at least 12 non-developmental credit hours at Southark.” to read “Student must have completed at least 6 non-developmental credit hours at SouthArk before the credit can be transcripted.”
5. Removed the line “Student has not attempted course for which he/she is pursuing credit.”
6. From the consent statement, removed the line “I am further aware that this particular PLA does not award credit for core courses.”
7. Removed “Evaluator” signature line from areas for Professional Training and Military Training.
8. Moved Registrar signature to first on signature list.
9. Indicated when signatures are required for approval.