



## Prior Learning Assessment (PLA) Request Form

*Credit for Prior Learning will not be considered for courses students have already completed or for courses in which students are currently enrolled. It is the student's responsibility to consult the Credit for Prior Learning Guide to determine eligibility. Any fees must be paid at the time this form is submitted.*

A \_\_\_\_\_  
 WMCC Student ID Number                      First Name                      Middle Initial                      Last Name

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

\_\_\_\_\_ Phone                      \_\_\_\_\_ Email                      \_\_\_\_\_ Major

**I am requesting a credit for prior learning evaluation through the following method (Place an X in the box):**

**Credit by Credential**  
 Action Required: Official record of professional licensure, industry certification, or Joint Services Transcript sent to Admissions and completion of courses requested for evaluation (below).

**Credit by Examination**  
 Action Required: Official score report sent to Admissions and completion of courses requested for evaluation (below).  
 NOTE: If you are requesting a Challenge Exam, place a check here: \_\_\_\_\_

**Credit Through PLA Portfolio**  
 Action Required: Meeting with faculty advisor, completion of the PLA portfolio (including ALL items in the PLA Framework), submission of the PLA Portfolio to Academic Affairs, and payment of fee.

**Courses Requested for Evaluation of Credit Earned:**

_____ WMCC Course #                      _____ WMCC Course Name	Name of Credential or Exam & Score as Evidence (Not valid until official documentation is received by Admissions):
_____ WMCC Course #                      _____ WMCC Course Name	Name of Credential or Exam & Score as Evidence (Not valid until official documentation is received by Admissions):
_____ WMCC Course #                      _____ WMCC Course Name	Name of Credential or Exam & Score as Evidence (Not valid until official documentation is received by Admissions):
_____ WMCC Course #                      _____ WMCC Course Name	Name of Credential or Exam & Score as Evidence (Not valid until official documentation is received by Admissions):

\_\_\_\_\_ Student Signature

\_\_\_\_\_ Date Submitted

**Office Use Only**

Form Received By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Date Official Transcripts, Professional Licensure, Industry Certification, Score Report(s), Or Portfolio Received: \_\_\_\_\_