

# Prior Learning Assessment and Recognition (PLAR) Registration Form



The Square, Mohawk College | 135 Fennel Avenue West, Hamilton, ON PLAR@mohawkcollege.ca |

If you know your Mohawk College ID, enter it here:           Previous student at Mohawk:  Yes  No

Did you have a previous last name? If so, include it here so we can match your student record. \_\_\_\_\_  
Previous Last Name

**\*\*Date of Birth:**        /        /  
(Eg.01/Jan/1968) **Day**        **Month**        **Year**

**\*\*Gender:**  Male  Female Are you a Canadian Citizen, Indigenous or landed Immigrant?  Yes  No Do you possess a high school Diploma?  Yes  No

|            |                |                                  |                         |
|------------|----------------|----------------------------------|-------------------------|
| Last Name  | First Name     | Middle Name (full – not initial) |                         |
| Unit/Apt   | Street Address |                                  |                         |
| City       | Province       | Postal Code                      |                         |
| Home Phone | Business Phone | Ext                              | Personal E-mail Address |

| Program Name:         |             | Continuing Education <input type="checkbox"/> Full-time <input type="checkbox"/> |         |
|-----------------------|-------------|--|---------|
| Course Information    |             | Office Use Only  |         |
| Subject / Course Code | Course Name | CRN  | Section |
|                       |             |  |         |
|                       |             |  |         |
|                       |             |  |         |
|                       |             |  |         |

| Office Use Only  |                  |                     |
|--|------------------|---------------------|
| Department Approval:   | (Please Print)   |                     |
| (NOTE: Approval may also be given via e-mail to plar@mohawkcollege.ca) |                  |                     |
| Assessor:  | Ext:             | Email:              |
| Emailed Assessor:  | Emailed Student: | PLAR Authorization: |

**Payment Information** - Course fees must be paid in full at the time of registration

**Online payments only- through your MyMohawk Account**

\*\*NOTE: Date of Birth and Gender are required on the Mohawk College Student Record System to assist in the retrieval of your academic grades, and to issue income tax receipts | PRIVACY AND CONFIDENTIALITY: Mohawk College collects and retains personal information in compliance with the Freedom of Information and Protection of Privacy Act (RSO 1990). See the Privacy Statement at mohawkcollege.ca/legal.

## **Guidelines for Prior Learning Assessment & Recognition (PLAR)**

1. A candidate must earn a minimum 25% of credits as a registered student in a Mohawk College program. Candidates may obtain a maximum 75% credits through PLAR.
2. Earning credits through PLAR does not guarantee entry into a program of study. Candidates must comply with established admission procedures to be admitted to a program.
3. Students who have failed credit courses, or been unsuccessful in a previous challenge, do not qualify for PLAR assessment unless one year has lapsed and evidence is provided to demonstrate additional learning.
4. The Dean/Associate Dean has the discretion to deny a PLAR request for a failed course.
5. The assessment fee is non-refundable and must be paid in full prior to assessment.
6. The assessment process is determined by the academic area. The assessor may require a challenge exam, portfolio assessment, or both. Additional demonstration of learning may be requested at the assessor's discretion. The assessor may contact references to verify sources of documentation.
7. If learning fails to match the outcomes of a given course, a "UW" - Unofficial Withdrawal - will appear on the candidate's transcript. Assessors will make all reasonable efforts to transcribe credits through PLAR in the same way as the course. Where that is not possible, a "CR" - Credit - will be used.
8. Candidates should allow one academic term for evaluation and completion of PLAR credits.
9. The PLAR appeal process is available in the [Academic Appeals Policy](#).
10. The candidate certifies that submissions are authentic, accurate, and true. Falsified or misrepresented applications may be denied at the discretion of the academic area.

**For more information please refer to the [PLAR Policy](#).**