

## **CGS DRAFT**

### **Prior Learning Assessment Guidelines (for the Graduate Catalog)**

Some graduate programs at EIU choose to offer course credit for prior learning and professional experiences undertaken prior to graduate studies. Graduate students may utilize prior learning assessment (PLA) portfolios to gain credit from graduate programs who wish to offer this option. The following guidelines apply to all programs:

1. Participating students must be accepted into a graduate program.
2. Portfolios may contain evidence of prior learning through previous participation in professional development courses, experiential learning, writing samples, and samples of work experience. Portfolio content should reflect the primary content contained in the course syllabus and should demonstrate achievement in meeting the course learning objectives.
3. Students must consult the graduate program coordinator for guidance if PLA is appropriate in the program and on the creation of a portfolio.
4. Submission of a portfolio does not guarantee credit will be awarded for a graduate course.
5. Students will earn either the grade of Credit or No Credit for all PLA submissions.
6. All students must pay all fees associated with the PLA submission and review process regardless of whether credit is awarded. No waivers may be applied to any PLA fees.
7. Graduate programs may award no more than 9 hours of credit through prior learning assessment portfolios.
8. Graduate programs must receive approval from the Council on Graduate Studies for the courses offered in their PLA option(s).