

REQUEST FOR PRIOR LEARNING ASSESSMENT

Lake Washington Institute of Technology

Prior learning is the knowledge and skills gained through: work and life experience; military training and experience; and formal and informal education and training from in-state and out-of-state institutions, including foreign institutions. Identifying credit for prior learning can be accomplished by an assessment process (PLA) conducted by qualified faculty and may result in a course or several courses being posted to your transcript. Up to 25% of the credits for a degree or certificate may be earned through the PLA process. Awarding of PLA credits by Lake Washington Institute of Technology does not guarantee or imply that other institutions will accept such credit.

Prior Learning Assessment Fees:

- Full Prior Learning Assessment for up to 25% of a degree or certificate: \$200
- Prior Learning Assessment for an individual class: \$75
- Transcription Charge: \$5 per credit

Student name: _____ SID number: _____

Instructor name: _____ Year/Quarter: _____

Course Department (Example: ENGL)	Course Number (Example: 101)	Number of Credits

Student Signature _____ Date _____

Instructor Signature _____ Date _____

Division Dean Signature _____ Date _____

Registrar and Student Accounts Use Only

Year Quarter for Fee: _____ Date Student Billed: _____
Fee Code (circle one): LA \$75 or \$200 Student Account Staff Initials: _____
Registrar Initials: _____

*** RETURN FORM TO REGISTRAR ***

General Conditions:

- Instructional program must allow PLA as specified below.
- Student must have program faculty or Dean permission to use PLA.
- Students must complete or register for a minimum of 10 credits at LWTech before using PLA.
- Students may not use prior learning assessment for classes where previous credit was earned.
- Credits earned will carry a PLE grade of “S” which does not impact grade point average.

Departments that Allow Prior Learning Assessment:

Instructional Division	Instructional Department	PLA Allowed?
Applied Design	Bachelor of Technology in Applied Design	No
	Multimedia Design and Production	Yes
	Engineering/Architectural/Civil Design	Yes
	Information Technology Applications Development	Yes
	Computer Security & Network Technology	Yes
Food, Hospitality, Business, and Service	Academics	No (CLEP ⁱ options)
	Culinary Arts	Yes
	Baking Arts	Yes
	Social and Human Services	No
	Environmental Horticulture	No
	Business Technology	Yes
	Early Childhood Education	No
Allied Health	Nursing	No
	Dental Hygiene	No
	Dental Assisting	No
	Physical Therapist Assistant	No
	Occupational Therapy Assistant	No
	Medical Assistant	No
	Funeral Services Education	No
	Fitness Specialist	Yes
Massage Practitioner	Yes	
Transportation and Manufacturing	Automotive Repair	Yes
	Automotive Collision Repair	Yes
	Diesel and Heavy Equipment	Yes
	Motorcycle, Marine, and Power Equipment	Yes
	Welding	Yes
	Machining	Yes
	Electronics Technician	Yes
Redmond Campus	Accounting	No
	Human Resources	No

ⁱ CLEP: The College Level Examination Program allows you to take nationally recognized exams for college credit in academic disciplines. Please see the LWTech assessment center in West 204 for more information.