

## Application for Prior Learning Assessment

**Non-Formal & Informal Learning (Prior Learning Assessment)** - Assessment & Recognition of knowledge & skills acquired in relation to a specific goal.

- **Non-Formal**                      *Non-credit courses, professional workshops, on-the-job training*

- **Informal Challenge**        *One of or a combination of: challenge exam, interview, performance/product/assessment, resume, questionnaires, surveys, work samples, assignments, etc.)*

*Applicants are required to contact the program designate to discuss requirements and process for applying for evaluation of Non-Formal and Informal Learning.*

**Northern Lakes College reserves the right to decline documentation from outside of Canada.**

Please submit completed form to [transfer@northernlakescollege.ca](mailto:transfer@northernlakescollege.ca) for evaluation.

<b>Student Name:</b>	
<b>Student ID:</b>	<b>Term requested:</b>
<b>Program:</b>	<b>Date:</b>

**Tuition charged at 50% of normal tuition for each course approved.**

Type of Assessment - Non-Formal - Informal (please describe)	NLC Course Number & Name for which Recognition is being requested	Decision (Indicate Mark Assigned or Not Appr)	Evalu tor Initial	Fee (50% of normal tuition)	Mark Entered (Date)

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Program Chair: _____ (Signature)	Date: _____
Registrar: _____ (Signature)	Date: _____

Questions regarding this form are to be directed to the identified Form Administrator.

<b>Related Northern Lakes College Documents:</b>	Student Services – Admissions Policy Student Services – Recognition of Prior Learning Policy Academic – College Parchments Procedure Academic – Grading and Progression Through Programs Procedure Governance – Freedom of Information and Protection of Privacy Procedure Academic – Academic Standards – Grades Regulation Student Services – Recognition of Prior Learning Procedure
<b>Form Owner:</b>	Registrar
<b>Form Administrator:</b>	Administrative Assistant, Registrar
<b>Approved By:</b>	President’s Advisory Team
<b>Approval Date:</b>	March 12, 2025
<b>Effective Date:</b>	March 12, 2025
<b>Revision History:</b>	May 8, 2015: Update to content August 16, 2018: Update to content and template January 9, 2025: Update to content, template and superseding statement March 12, 2025: Division of form and content September 23, 2025: Revision of POPA statement

The personal information that you provide to Northern Lakes College is collected under the authority of the *Post-Secondary Learning Act* and section 4 of the *Protection of Privacy Act* (Alberta) (“POPA”). The information is collected, and will be used and disclosed for purposes including evaluation of prior learning for credit. Collected personal information is protected from unauthorized access, use, and disclosure in accordance with POPA. Questions regarding the collection, use, and disclosure of personal information can be directed to: Privacy Officer at [privacy@northernlakescollege.ca](mailto:privacy@northernlakescollege.ca).