

	Title: Prior Experiential Learning Policy	POL-316 Revision #
Prepared By:	Preparer's Name/Title: Patrcia Cueva, Registrar	Date Prepared: 4/15/2016
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Effective Date: 07/06/2016	Board of Trustees President's Signature 	Date Approved: 07/06/2016

### 316.1 POLICY STATEMENT

It is the policy of the Board of Trustees that Northwest Indian College provide students with the means to demonstrate the achievement of specific competencies to apply toward a course, certificate or degree, by credit hour, through direct assessment of student learning. The direct assessment of student learning includes any means necessary to compare the demonstrated learning with the learning outcomes acquired by students who have completed the related course or curriculum.

### 316.2 PURPOSE

The purpose of the Prior Experiential Learning (PEL) policy is to outline the manner in which credits may be awarded for life and job experiences that are comparable to NWIC courses. Experiences may include job activities, volunteer work, workshops, seminars, creative writing, cultural activities, travel, artwork and independent research. Credit for prior learning may be awarded to students who have acquired learning outside the traditional college classroom.

### 316.3 SCOPE

This policy covers the issuance of PEL credits.

### 316.4 BACKGROUND

The intent of the policy is currently reflected in the catalog and adheres to the guidelines in the accreditation standard. The procedure to grant PEL credits was reexamined to include a specific procedure regarding transcript documentation.

### 316.5 RESPONSIBILITY

It is the responsibility of the Registrar and Enrollment Services staff to ensure the policy and procedures are followed in relation to awarding PEL credits.

### 316.6 PROCEDURE

Two courses are offered to help a student complete the process. HMDV 120 is an optional class for those who have not yet decided which courses fit their life experiences. During this class the student analyzes his or her life for college-level learning and identifies specific comparable courses. Students

already clear about their direction may begin with HMDV 121, a required class for all Prior Experiential Learning students. In this course students write a rationale for course credit and work on a portfolio documenting applicable experience. The completed portfolio is given to the appropriate instructors to determine if the credits will be awarded.

Regular tuition and fees apply only for HMDV 120 and HMDV 121.

Students must register for the credits they are requesting to receive through the prior learning experience. The number of PEL credits a student may obtain is dependent upon the type of degree sought. The maximum PEL credits are 15 for the Associate of Arts and Sciences or Bachelor's Degree and 22 for the Associate of Technical Arts degrees.

The faculty member must submit documentation to support the course(s) in which the student will receive credit for. The documentation must include the course number and title, number of credits, grade earned, and faculty signature. These courses are then added to the transcript under a "Prior Learning Experience" section on the transcript.

#### **316.7 RELATED INFORMATION**

**Student Handbook**

#### **316.8 REVIEW DATE**

This policy will be reviewed every 3 years.