



# PRIOR LEARNING ASSESSMENT AND RECOGNITION (PLAR) APPLICATION

Enrolment Services  
Moose Jaw Campus  
Fax 306-691-8578  
[RegInbox.MooseJaw@saskpolytech.ca](mailto:RegInbox.MooseJaw@saskpolytech.ca)

Enrolment Services  
Prince Albert Campus, Tech Building  
Fax 306-765-1838  
[RegInbox.PrinceAlbert@saskpolytech.ca](mailto:RegInbox.PrinceAlbert@saskpolytech.ca)

Enrolment Services  
Regina Campus  
Fax: 306-775-7760  
[RegInbox.Regina@saskpolytech.ca](mailto:RegInbox.Regina@saskpolytech.ca)

Enrolment Services  
Saskatoon Campus, Idylwyld Dr.  
Fax: 306-659-4067  
[RegInbox.Saskatoon@saskpolytech.ca](mailto:RegInbox.Saskatoon@saskpolytech.ca)

## Process for applicants/students:

1. Complete this application form in consultation with Program Head, including necessary signatures (consultation can be by phone, email or in person).
2. Submit the completed form to Enrolment Services. Once form has been processed, PLAR charges will appear on your account (viewable on mysaskpolytech). Please make payment of fees via your mysaskpolytech account.
3. Follow up on your PLAR application status, if needed, with your Program Head.

## Applicant/Student Information

Applicant/student must complete this section. Clear and legible handwriting or a typewritten format is acceptable.

|                             |          |             |                            |                         |
|-----------------------------|----------|-------------|----------------------------|-------------------------|
| Last Name                   |          |             | First Name                 | Middle Name             |
| Former Name (if applicable) |          |             | Date of Birth (dd/mm/year) | Sask Polytechnic ID No. |
| Mailing Address             |          |             | Phone (current)            | Phone (permanent)       |
| City/Town                   | Province | Postal Code | Email address              |                         |
| Program registered/enrolled |          |             | Program Head Name          |                         |

## PLAR Information

To be checked by the Program Head.

- ☐ Domestic student (Canadian or Permanent Resident) PLAR: 75% domestic course tuition
- ☐ International Student PLAR (prior to course undertaken): 75% international course tuition
- ☐ International Student *Remedial* PLAR (after course completed or undertaken): 75% domestic course tuition

## PLAR Courses

| A. Student and Program Head to complete these columns |                          | B. Program Head/A&S Department Head to complete these columns ONLY IF APPROVED for PLAR |                                      |                       |                            |                                     |
|-------------------------------------------------------|--------------------------|-----------------------------------------------------------------------------------------|--------------------------------------|-----------------------|----------------------------|-------------------------------------|
| Course code - Course title                            | PH initials <sup>1</sup> | Approval signature <sup>2</sup><br>(put a bracket and sign once)                        | Faculty member<br>assessing for PLAR | PLAR fee <sup>3</sup> | Org code to<br>receive fee | Completion<br>deadline <sup>4</sup> |
|                                                       |                          |                                                                                         |                                      |                       |                            |                                     |
|                                                       |                          |                                                                                         |                                      |                       |                            |                                     |
|                                                       |                          |                                                                                         |                                      |                       |                            |                                     |
|                                                       |                          |                                                                                         |                                      |                       |                            |                                     |
|                                                       |                          |                                                                                         |                                      |                       |                            |                                     |
|                                                       |                          |                                                                                         |                                      |                       |                            |                                     |
|                                                       |                          |                                                                                         |                                      |                       |                            |                                     |

<sup>1</sup>If Arts and Sciences (A&S) course/s, Program Head (PH) must initial to confirm awareness of the student's intention to PLAR A&S course/s.

<sup>2</sup>Approval and signature must be from the Program who owns the course. PH initial is required before A&S Department Head approval for A&S course/s PLAR.

<sup>3</sup>If PLAR fee is to be less than 75% of tuition that would regularly be paid (including International student seeking remedial PLAR), Program Academic Chair or A&S Department Chair approval is required (PLAR fee waiver).

<sup>4</sup>Assessment not completed by the deadline requires re-registration and payment. No refund will take place.

## PLAR Fee Waiver

|                                  |      |        |                                |      |
|----------------------------------|------|--------|--------------------------------|------|
| Program Academic Chair Signature | Date | and/or | A&S Department Chair Signature | Date |
|----------------------------------|------|--------|--------------------------------|------|

## Submission

I certify that the above information I have provided is accurate.

Applicant/Student Signature

Date