

# Application for Prior Learning Assessment

First and Last Name: \_\_\_\_\_

OFTC Student ID Number: \_\_\_\_\_

Street Address: \_\_\_\_\_

Apt/Lot/Suite: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Student Email Address: \_\_\_\_\_@student.oftc.edu

**Program of Study: Please select the Prior Learning Assessment Credit options requested (check all that apply):**

- Military training
- Credit by Exemption Exam
- Credit by Standardized Exam
- Professional Certification or Licensure
- Non-transferable credit

**The student should:**

- Pay PLA processing fee at the cashier's window - \$50.00 per PLA application. All fees are non-refundable and non-transferable. **PLA processing fees will be waived for evaluation of military training experience and for nationally standardized exams for college credit.**
- Attach payment receipt, if applicable, and supporting course documentation.

**The Cashier should sign and date below when the \$50 processing fee is paid.**

Cashier's Signature \_\_\_\_\_ Date: \_\_\_\_\_

**PLA Request for Credit Table (may be completed by student)**

OFTC Course Number	OFTC Course Title	OFTC Credit Hours

I certify that the information provided on this form and all supporting documentation is true and correct. I understand that I am not guaranteed a credit award and that the final decision in all matters relating to the granting of academic credit rests with the Registrar and/or the Vice President for Academic Affairs.

\_\_\_\_\_  
Student's Signature and Date

<b>FOR OFFICIAL USE ONLY</b>	
Date Received: _____	Printed Name of OFTC Official Receiving PLA Packet : _____
Signature of OFTC Official Receiving PLA Packet: _____	