

PLAR

(Prior Learning Assessment Recognition)



HWDSB
Continuing Education
Hill Park Learning Centre



What is PLAR?

Prior
Learning
Assessment
Recognition

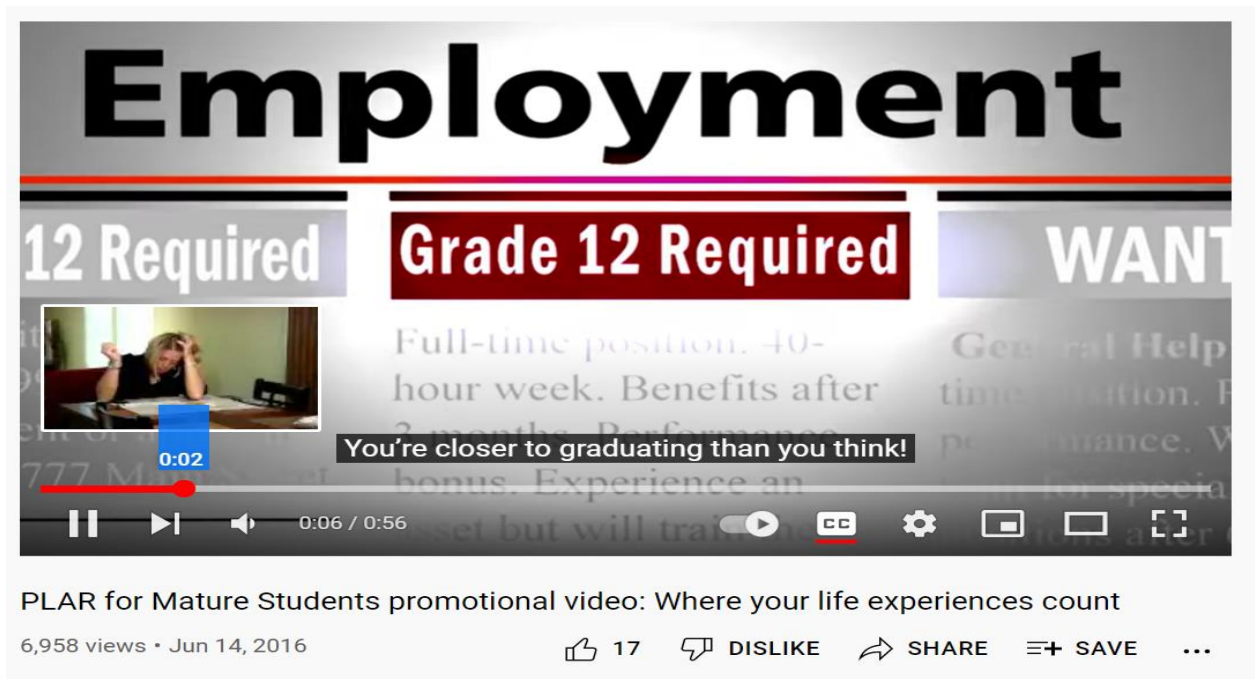


PLAR is a credit granting process where mature students can obtain credits for prior learning of knowledge and skills acquired in both formal and informal ways, outside of secondary school.

The best process since sliced bread!



Where your life experiences count – CESBA Video



The image shows a YouTube video player interface. The video title is "Employment". The video content features a woman sitting at a desk, looking stressed, with a text overlay that reads "You're closer to graduating than you think!". The video player includes a progress bar at 0:02 / 0:56, a play button, and various control icons. Below the video player, the video title "PLAR for Mature Students promotional video: Where your life experiences count" is displayed, along with the view count "6,958 views" and the date "Jun 14, 2016". Interaction buttons for "Like", "Dislike", "Share", "Save", and "More" are also visible.

[PLAR for Mature Students promotional video: Where your life experiences count - YouTube](#)

Why should I do PLAR?

- Move forward faster
- Graduate faster
- Eliminate barriers
- Balance of accountability and flexibility
- Learning outside the traditional classroom
- Life experience and work experience are recognized



Who is eligible?

Students are eligible for PLAR, if they are:

- At least 18 years old on or after January 1st of the current school year.
 - Are enrolled in a Secondary School or Continuing Education credit program (or in the process of enrolling).
 - Have earned less than 26 secondary school credits.
-
- *English Language Learner students must be at a CLB 6 in both Reading and Writing to be assessed.*



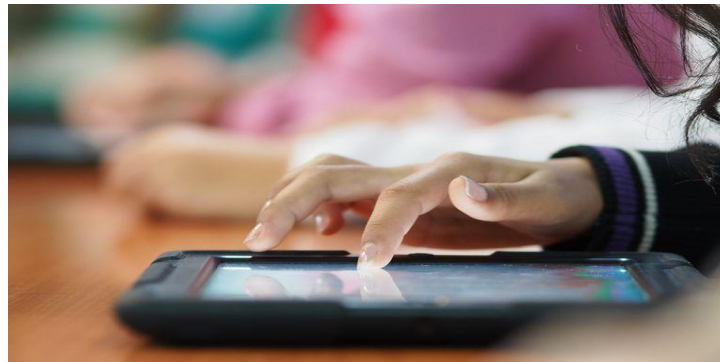
How many credits can I get?

- Students may be eligible for **up to 26 credits**.
- 30 credits are required to obtain the Ontario Secondary School Diploma (18 compulsory credits and 12 elective credits)
- 10 Community Involvement Hours (40 in high school)*
- Ontario Secondary School Literacy Requirement*
- Students may need to earn 4 credits to graduate: OLC40 course, ENG4C course, senior math and one elective course (will vary from student to student and pathway).



Where do I start?

- Meet with guidance first to discuss your pathway and to register! Once you do, you will receive a link to book the PLAR Assessment appointment.
- Day/ evening / online/ in-person appointments are available.
- You are responsible for booking the credit assessment meeting using the link provided.



How do I book an online appointment? (Step 1)

- Book a Credit Assessment appointment at:
- <https://outlook.office365.com/owa/calendar/ContinuingEducationHWDSBPLARCreditAssessments@hwdsbonca.onmicrosoft.com/bookings/>

✓ SELECT A SERVICE

<p>In-Person PLAR Assessment - Jim <input checked="" type="radio"/></p> <p>Use PLAR (Prior Learning Assessment and R... Read more</p> <p>30 minutes </p>	<p>PLAR Assessment - Angela P <input type="radio"/></p> <p>Use PLAR (Prior Learning Assessment and R... Read more</p> <p>30 minutes </p>
<p>I've been Assessed and need to do Grade 9/10 Equivalency tests <input type="radio"/></p> <p>You are required to complete your CREDIT ... Read more</p> <p>1 hour 30 minutes </p>	<p>PLAR Assessment - Jim <input type="radio"/></p> <p>Use PLAR (Prior Learning Assessment and R... Read more</p> <p>30 minutes </p>
<p>PLAR Assessment - Christine <input type="radio"/></p>	<p>PLAR Assessment - Cathy <input type="radio"/></p>



Then what?

Start working on your Grade 11/12 [PLAR Application](#).

- Please provide as much detail as possible in your response.
- Complete the PLAR Application before your scheduled appointment.
- **Make sure to include LOTS of details on your PLAR application!!!**
- **Lots of details and information = credits**
- **No information and no details = no credits**



PLAR Application

Mature PLAR Application

If you need an idea of the type of information we're looking for, here are some samples of course expectations:

Healthy Lifestyle	PPL30 - Expectations (pdf)
Parenting/Relationships	HPC30 - Expectations (pdf)
	HPW3C - Expectations (pdf)
Employment Experience	GWL30 - Expectations (pdf)
	GLN40 - Expectations (pdf)

Mature PLAR Package

This form requires you to provide the experiences you have had since leaving High School, for a period longer than 3 months. Provide as much DETAIL as possible - BEFORE YOU BEGIN you will need the following electronic files: current resume and picture ID

Name

First	Last
<input type="text"/>	<input type="text"/>

Date of Birth

Address *

Street Address
<input type="text"/>

City	State / Province / Region
<input type="text"/>	<input type="text"/>



PLAR Sample

SAMPLE
PLAR FOR MATURE STUDENTS
Grade 11 & 12 Equivalency Credit Application

6) PARENTING / CAREGIVING

Fill out the chart below if you are a parent or have cared for other children or a family member.

Name & Ages of Person/People cared for <i>Parent of 3 children - ages 2, 6 and 12 years</i>	Relationship to you <i>Two of my children and one step child</i>
Length of Involvement – weeks, months, years & hours per week <i>Full time parent for all three of these children</i> OR <i>Part-time, 1 evening a week and every other weekend</i>	
Description of Care	Skills and Knowledge gained / required
<i>Provide for physical needs (food, clothing, shelter)</i>	<i>Know something about how children develop and grow</i>
<i>Provide for emotional needs</i>	<i>Know what it means to be a responsible parent</i>
<i>Communicate to deal with behavior/discipline</i>	<i>Communicate with family members</i>
<i>Provide for social needs (play, support friendships Extracurricular)</i>	<i>Be aware of various ways of dealing with parenting Issues (discipline, potty training, etc.)</i>
	<i>Know what a safe environment for children at various ages requires</i>
	<i>Be aware of how society influences children and families (ie: Daycare facilities, sports teams, etc.)</i>



What happens at the meeting?

- You will meet with one of the assessors and the assessor will review your transcript/s (Ontario, out of province/ out of country).
- Based on the number of credits you currently have, the Credit Assessor will guide you through one or both of the following processes: **9/10** and **11/12**



9/10 PLAR Process (Step 2)

- **9/10 PLAR Credits**
 - **Gain up to 16 9/10 credits:**
 - If you have **less than 16 credits** (or have no Ontario transcript) you will be required to complete an individual assessment in some or all of Grade 9 and 10 English, Mathematics, Science, and Canadian Geography/History subjects.
 - If you have more than 16 9/10 credits, you will be referred to the next step (PLAR Application)
 - If you have an out of province or out of country transcript, the assessor will review your transcript and will determine which PLAR assessments, if any have to be written.
 - **Individual Assessments can be completed online or in-person (day/ evening).**
 - **Samples are provided!**




Less than 16 9/10 Ontario credits

- You will be required to complete an individual assessment in some or all of Grade 9 and 10 English, math, science, geography and history subjects.
- The assessor will determine the individual assessment/s and will email you with instructions on how to book a PLAR Testing appointment and will include a sample/ samples for you!
- **You will be granted up to 16 grade 9/10 credits!**

✔ SELECT A SERVICE

I've been Assessed and need to do Grade 9/10 Equivalency tests

You are required to complete your CREDIT ... [Read more](#)

1 hour 30 minutes 



More than 16 9/10 Ontario credits

- You cannot write individual assessments ie. English, science, math, geography or science.
- The assessors/ guidance will indicate substitutions that may need to be made and will refer you to the next step.
- Next step is the 11/12 PLAR process!



Out of province/ out of country high school transcript

- The assessor will review your transcript and will determine which PLAR assessments, if any have to be written.
- **You will be granted up to 16 grade 9/10 credits!**



11/12 PLAR Process (Step 3)

- **11/12 Mature PLAR Credits**
 - Up to 10 credits based on life and work experience can be granted.
 - You need to show supporting documents (where possible).



What supporting documents can I include?

- Transcripts from post-secondary and other educational institutions ex. colleges etc.)
- Credentials from education and/or training programs (ex. apprenticeship certificates)
- Letters from past or current employers, giving details of knowledge and skills required to perform work-related tasks as well as years/days/hours worked.
- T4
- Documentation from supervisors in a volunteer work setting, outlining tasks assigned, and giving details of knowledge and skills required to perform these tasks
- Resume with contact addresses and/or phone numbers
- Certificates of participation such as Driver's Education, Smart Serve, Heavy-duty equipment licences etc.
- Any other documentation that supports prior learning such as reference letters etc.



What will I include on the PLAR Application?

- Future Plans
- Employment History
- Formal Training
- Languages
- Leadership Opportunities
- Entrepreneurial Activities
- Parenting/ Caregiving
- Participation in Clubs/ Teams/ Organizations
- Healthy Living
- Hobbies
- Other Life Experiences ie. Living independently, managing finances, cooking, interpersonal relationships, moving provinces or countries etc.
- Volunteer Work



Make sure to include **LOTS** of details and take your time to complete the application!

Example: Employment History

Please fill in the information below regarding any paid employment that you have had. Please attach a separate page(s) if you have had more than four previous employers. You must follow the same format when reporting these additional jobs.

EMPLOYER #1

Name of Employer:

Job Title:

Job Description:

Location:

Length of Employment – years & months, hours per week:

Skills and Knowledge required to do the job:



How NOT to complete the application?

EMPLOYER

Name of Employer: Tim Hortons

Job Title: Team Member

Job Description: make/ serve coffee

Location: Hamilton

Length of Employment: 6 months

Skills and Knowledge required to do the job: make/ serve coffee

No documentation Equivalent Credit **0**



How to complete the application?



EMPLOYER

Name of Employer: Tim Hortons

Job Title: Team Member

Job Description: Customer Service – Store Front Team Member (many responsibilities such as serving and preparing food, using the cash register and keeping the store clean)

Location: Hamilton

Length of Employment: 6 months

Skills and Knowledge required to do the job: Communication skills, preparing and baking food, running cash registers, counting, inventory, greeting customers, making sure that customers are satisfied, taking and preparing food orders, working as a team, keeping store and counters sanitized and clean, proper handling and storage of food, decision making skills, problem solving skills, patience, quick thinking, timelines ie. working drive thru. Compliance with health and safety ie. anti slip shoes, using knives etc. Checking expiry dates and timing coffee pots.

Resume Attached

Equivalent Credit **1 (TFJ3E – Hospitality and Tourism Course)**



TFJ3E – Hospitality and Tourism (Curriculum Expectations)

TFJ3E - Hospitality and Tourism, Grade 11, Workplace Preparation

This course enables students to acquire knowledge and skills related to the food and beverage services sector of the tourism industry. Students will learn how to prepare, present, and serve food using a variety of tools and equipment, and will develop an understanding of the fundamentals of providing high-quality service to ensure customer satisfaction and the components of running a successful event or activity. Students will develop an awareness of health and safety practices, environmental and societal issues, and career opportunities in the food and beverage services sector.

Hospitality and Tourism Fundamentals - Overall Expectations

- describe the types of operations included in the food and beverage services sector of the tourism industry and the range of services these operations provide;
- assess the characteristics of a variety of food products to determine their nutritional content and local availability and the appropriate methods of cooking each food product;
- demonstrate an understanding of tools, equipment, and facilities commonly found in the food and beverage services sector of the tourism industry.

Hospitality and Tourism Skills - Overall Expectations

- demonstrate technical proficiency in the use and maintenance of tools and equipment related to the food and beverage services sector of the tourism industry;
- use appropriate techniques for handling, preparing, and presenting food products;
- demonstrate an understanding of appropriate procedures to follow in planning an event or activity.

Industry Practices, The Environment and Society - Overall Expectations

- demonstrate an understanding of ways in which various practices of the food and beverage services sector of the tourism industry affect the environment;
- demonstrate an understanding of ways in which various aspects of the food and beverage services sector of the tourism industry affect society.

Professional Practice and Career Opportunities - Overall Expectations

- identify and demonstrate compliance with the health and safety legislation, regulations, and practices that govern the food and beverage services sector of the tourism industry;
- demonstrate an understanding of the importance of customer service in the food and beverage services sector of the tourism industry;
- identify a range of careers in the food and beverage services sector of the tourism industry and the education and training that would best prepare them for these careers.



Another example – Parenting (stay at home parent)

PARENTING/CAREGIVING

Name(s) and ages of people being cared for: Tyson (5 years old) and Zina (8 years old)

Description of care provided: Provided food, shelter, clothing, emotional needs, safety, discipline, extracurricular activities ie. soccer games, music lessons etc., helping them with homework, taking them to medical and dental appointments, taking them to school, playing with them, supporting them in any possible way and being their friend and parent at the same time.

Length of involvement – weeks, months, years and hours per week: Since they were born (8 years).

Skills and knowledge gained/required: Child development and growth. Know what it means to be a responsible parent. Ensuring a safe environment for kids. Dealing with parenting issues ie. disciplining, feeding, potty training. Preparing nutritious meals and cleaning/ sanitizing. Providing for the kids ie. budgeting and making sure that we have enough money for activities and fun things. Societal influences ie. school, daycare, friends.

Birth Certificates Attached

Equivalent Credits **2 (HPC30 - Raising Healthy Children, HPW3C - Working with Infants and Young Children)**



Evidence

- 1 Ontario credit = 110 hours of instruction.
- In this case student evidence describes how as a parent he/ she promoted the positive and healthy nurturing of children, with particular emphasis on the critical importance of nurturing in the early years to human development; how he/ she met the developmental needs of their young children; how he/she effectively communicated and disciplined his/ her children, and guided early behaviour; practical experiences with infants, toddlers, and preschoolers; and resources used to answer questions related to parenting. Research and study of children's behaviour and development.
- Credits must represent the same standards of achievement as credits granted to students who have taken the course.
- EQV (Equivalent) credits have no marks attached.



What will that look like on my transcript?

Date		Course Grade/Level	Course Title	Course Code	Percentage Grade	Credit	Compulsory
Year	Month						
2019	04		Equivalent Credits	PLE	EQV	16.00	12.00
2019	04	11	LEADERSHIP AND PEER SUPPORT	GPP30	EQV	1.00	
2019	04	11	DESIGNING YOUR FUTURE	GWL30	EQV	1.00	
2019	04	11	RAISING HEALTHY CHILDREN	HPC30	EQV	1.00	
2019	04	11	WORKING WITH INFANTS AND YOUNG CHILDREN	HPW3C	EQV	1.00	
2019	04	11	HEALTHY ACTIVE LIVING EDUCATION	PPL30	EQV	1.00	1.00
2019	04	12	NAVIGATING THE WORKPLACE	GLN40	EQV	1.00	
2019	04	12	MATHEMATICS FOR WORK AND EVERYDAY LIFE	MEL4E	EQV	1.00	1.00
2019	04	12	HEALTH CARE	TPJ4C	EQV	1.00	1.00
2019	04	2	INTERNATIONAL LANGUAGE HINDI	LIHCO	EQV	1.00	1.00
2019	04	3	INTERNATIONAL LANGUAGE HINDI	LIHDO	EQV	1.00	
		***	*** LAST OFFICIAL ENTRY ***	*****			
SUMMARY OF CREDITS ➔						26.00	16.00



PLE (9/10) and EQV (11/12) credits

- Grade 9/10 entries on the student's Ontario Student Transcript will appear as one line of PLE credits (Prior Learning Equivalent credits). No marks will be assigned for these credits.
- Grade 11/12 entries on the student's Ontario Student Transcript will show the course codes for each equivalent credit granted for all grade 11/12 courses. No marks will be assigned for these credits but EQV will appear under the Percentage Grade column.



Adult Learner Success Story- interrupted schooling

Pathway: Complete OSSD and apply to university for business
(Starting with 5 credits in Ontario)

Before:

- Struggled with addiction
- Homeless
- Earned 5 credits in an Ontario high school

After:

- Completed OSSD
- Was accepted (Ontario University – Business Program)

How:

- Enrolled in adult day school classes and D2L classes
- Received grade 9/10 PLAR and 11/12 PLAR
- Completed 2 prerequisites and 6 4U/M level courses (88% average)



Adult Learner Success Story- previous formal education

Pathway: Re-training for a New Career, OSSD, RPN

Before:

- PhD in Medical Science
- Moved to Canada from a war torn country
- Couldn't find work in her field; didn't have Canadian experience

After:

- Completed all prerequisites for nursing program and OSSD
- Was accepted into RPN program, and successfully completed a 2 year nursing diploma
- Currently working as a nurse and bridging into RN

How:

- Enrolled in adult day school classes
- Received grade 9/10 PLAR and 11/12 PLAR for out of country transcripts and experience
- Completed OLC40, ENG4C, MCF3M, SBI3C and SCH4C



Question/ Answer Time

