KNOWLEDGE & SKILLS PROFILE

A Knowledge & Skills Profile must accompany the PLAR challenge application form. The Profile will be a consideration in evaluating the PLAR challenge. Elements of a Profile include:

- Letters of recommendation from teacher(s)and member(s) or the community
- Portfolio of relevant work
- Proof of successful relevant experience in a supervised area
- Proof of independent learning in a relevant area
- Videotape, audiotape, or CD-ROM with samples of relevant work
- Proof of relevant prior learning from another educational jurisdiction
- Proof of successful completion or courses identified as prerequisites for this course

APPLICATION STATUS

The student completes the PLAR package and submits the documentation to the PLAR Student Co-ordinator. Student/parent is notified of the status of the challenge by the PLAR Student Co-ordinator in writing.

INITIAL ASSESSMENT INTERVIEW

The Initial Assessment Interview consists of a meeting where the student will discuss his/her PLAR package and receive a course specific Challenge Assessment Guide and timelines from the PLAR Subject Specific Teacher.

FORMAL ASSESSMENT

A percentage grade will be determined for the student based on assessments of 70% form formal tests and 30% from a variety of

other assessment strategies appropriate to the particular course. The assessments may consist of written tests, portfolios, oral examinations, simulations, case studies, task demonstration, observation, and product assessment.

PLAR FEEDBACK

The resulting percentage grade earned through the PLAR challenge process will be communicated to the student.

ADDITIONAL CHALLENGE INFORMATION

❖ **Repeating the Challenge**
A student may submit a second application for challenge for a specific course after a reasonable interval if the student can provide reasonable evidence of additional study and experience.

❖ **Withdrawal Policy**
A student may withdraw from the challenge process prior to the final formal test without a notation on the student's Ontario Student Transcript (OST). Once students have entered the "final formal test" stage of the challenge process, and choose to withdraw from the process, a mark will be entered on the OST (Grade 11 & 12) and on the Cumulative Tracking Record (Grades 10-12).

❖ **Final Mark**
The student's final percentage grade will be recorded on the student's Ontario Student Transcript (OST) in the same way as achievement in other courses.

PLAR PROCESS TIMELINES

❖ **PLAR Package**
The student must complete the PLAR Package. The PLAR Challenge application form and all supporting documentation must be submitted to the PLAR School Coordinator in the Student Services department at the student's secondary school.

- **Prior to Friday, May 24, 2019 at 3p.m. No application will be considered after this date.**

❖ **Application Status**
Student/parent is notified, in writing, of the status of the challenge by the PLAR School Coordinator during the following week:

- **May 27 to May 31 2019**

❖ **Initial Assessment Interview**
Students are notified of their Initial Assessment Interview by the PLAR Subject Specific Teacher.

This Phase will occur during the week of:
- **July 2 to July 5, 2019 at a summer school site – Cathedral, St. Thomas More or Bishop Ryan.**

❖ **Formal Assessment**
Students are to complete and submit all required assessments to the PLAR Subject Specific Teacher by:

- **Friday July 26, 2019 at the designated summer school site.**

PRIOR LEARNING ASSESSMENT & RECOGNITION (PLAR) Challenge Process

2019

Hamilton-Wentworth
Catholic District School Board
Believing, Achieving, Serving

For further information, contact the PLAR School Coordinator in the Student Services Department at your secondary school.

Bishop Ryan	905 573-2151
Bishop Tonnos	905 523-2331
Cardinal Newman	905 523-2314
Cathedral	905 522-3581
St. Jean de Brébeuf	905 388-7020
St. Mary	905 528-0214
St. Thomas More	905 388-3030

PRIOR LEARNING ASSESSMENT AND ROCOGNITION (PLAR) CHALLENGE PROCESS

❖ **What is Prior Learning Assessment and Recognition Program (PLAR)?**

Prior Learning Assessment and Recognition (PLAR) is a formal evaluation and accreditation process. Students may obtain credits towards the secondary school diploma (OSSD) for the knowledge and skills that they have acquired outside of secondary school. This prior learning is assessed and evaluated to determine whether the student has met the provincial course expectations. The student may "challenge" a specific course for credit or may obtain credits through the "equivalency" process if they have credentials from schools outside Ontario.

❖ **Am I eligible to challenge a course for credit?**

Secondary school students who are enrolled in a grade 9, 10, 11 or 12 regular school program in an Ontario secondary school may challenge a course for credit. Mature students (at least 18 years old) who have returned to the Ontario secondary   school system after being out of school for at   least a year will be able to challenge Grade 11 and 12 courses for credit.

❖ **What courses may I challenge for credit?**

Students may challenge for credit only Grade 10, 11 or 12 courses taught in this board which are developed from a provincial policy document. These courses are described in the schools' course calendars.

The following courses **cannot** be challenged:
- The Ontario Secondary School Literacy Course (OLC 4O);
- a transfer course;
- a locally developed course, and
- a Cooperative Education course.

❖ **How many courses may I challenge for credit?**

Students may earn no more than four credits through the challenge process, including a maximum of two credits in any one discipline.

❖ **Is parental/guardian permission necessary to apply for the challenge process?**

Students under the age of 18 require parental/guardian approval before applying to challenge for credit for a course.

❖ **May I appeal the decision of the in-school committee?**

In cases where there is a disagreement with the decision of the principal about whether a student should challenge for credit, an adult student (at least 18 years old) or the parent/guardian of a student who is not an adult may appeal to the appropriate supervisory officer.

❖ **Am I likely to be a successful challenge candidate?**

You must answer **"NO"** to all of the following questions below to be a likely PLAR Challenge candidate:
- Have you already earned a credit in the course you want to challenge for credit?
- Have you already earned a credit in a course similar to the course you want to challenge for credit?
- Have you already received credit as part of a block of equivalency credits for the course you want to challenge for credit?
- Have you previously failed this course?
- Have you already earned a credit in
- English and want to challenge English as a Second Language (ESL), English Literacy Development (ELD), or Anglais pour debutants (APD)?
- Have you already earned a credit in Français and want to challenge French as a Second Language (FSL), Actualisation linguistique en français (ALF), or Perfectionnement du français (PDF)?

You must answer **"YES"** to all of the questions below to be a likely PLAR Challenge candidate:
- Do you plan to challenge the entire course for credit?
- Have you met the pre-requisite requirements for the course you plan to challenge for credit?
- Is your request to challenge for credit entered in your Annual Education Plan (AEP) as part of your plans for fulfilling your educational goals?

PLAR CHALLENGE PROCESS

There are six steps in the PLAR Challenge:

1. Attend PLAR Orientation Workshop
2. Complete PLAR Package
3. Receive notification of Application Status
4. Attend Initial Assessment Interview
5. Complete and Submit Formal Assessment
6. Receive PLAR Feedback

PLAR Package

To request a PLAR Challenge, the student must complete the PLAR Package. The PLAR Package may be obtained from the PLAR School Coordinators in the Student Services Department.

The components of the package are:
- PLAR Challenge Application Form
- Ontario Student Transcript
- Knowledge and Skills Profile
- Annual Education Plan
- Individual Education Plan
- Student Paragraph
- PLAR: Cumulative Tracking Record