



THE NATIONAL GRADUATE SCHOOL OF QUALITY MANAGEMENT

186 Jones Road, Falmouth, MA 02540 | 800-838-2580 | f: 800-838-2581 | www.ngs.edu

Application for Experiential Credit /Prior Learning Assessment (PLA)

Applicant Name: _____ Cohort Start Date: _____

NGS awards credits for student learning or achievement and not for experience alone.

Please submit an updated resume along with proof of certifications, training awards or other documents to be used in consideration for experiential credit/PLA.

Documentation of experiential credit/ PLA sources in addition to your work experience on your resume. Sources include:

- Undergraduate credits acquired from courses at the 300 level or above (Official transcript)
- Joint Services Transcript/SMART Transcript (Military)
- College Level Examination Program (CLEP) results <https://clep.collegeboard.org/>
- Official certifications, letters of commendation, job performance assessments, recommendations for promotion, samples of work, licensure/credentials

Other sources of experiential credit/ PLA in addition to work experience listed on resume:

Sources	Dates	Supporting Documents (Please list and email PDFs confirming results)	Contact Hours (and other notes)

Learning experience by contact hours/years:

Professional Experience _____

Military Experience _____

Volunteer Experience _____

Management _____

Learning Essay:

Write an essay for each experiential learning experience as stated on your resume, defining and reflecting on what was learned from the experience citing specific examples of applied learning. [See Background Information For Awarding Experiential Learning Credit/Prior Learning Assessment (PLA)]

You must incorporate answers to the following questions in your Learning Essay, which must qualify as college-level learning to earn credit. Your learning must have a theoretical foundation where you recognize and apply what you learned through your experiences. The supporting documents must also assist NGS in assessing your learning outcomes, so be sure your additional materials and supporting documents assist the evaluator in proving that you deserve college level credit.

You must incorporate the answers to the following questions in your Learning Essay:

- 1. After defining the learning experience, what did you learn (knowledge, skill, competency)?**
- 2. What specific examples demonstrate learning outcomes?**
- 3. How have you or will you apply what you have learned?**
- 4. Why did you participate in the learning experience?**

As an option for your answers, you may choose to follow David Kolb's model of experiential learning:
<http://www.simplypsychology.org/learning-kolb.html>

Submit Learning Essays and Supporting Documents to: pla@ngs.edu

Email subject line needs to include your first and last name as well as application month and year

Example: Jane Jetson - January 2017