



Conservative Theological Seminary

PRIOR LEARNING ASSESSMENT APPLICATION

(Application for Experiential Learning Assessment)

Please evaluate my training, experience, and educational program as presented here. I would like to have as accurate an estimate as is possible of the credit I can anticipate and of the work still to be done to satisfy requirements for a _____ degree. I understand that this is tentative and unofficial, that firm commitments regarding credit and requirements can be made only after a process of validation of past learning and the development of a specific degree plan. I further understand that I must be at least 25 years old and to have a minimum of 5 years active professional or ministerial experience to qualify for the PLA.

(Please print or type)

Name _____ SS# _____ - _____ - _____

Address _____ E-Mail _____

City _____ State _____ Zip Code _____ Tel. #(____) _____

Signature _____ Date _____ Degree Program: _____

This request is to be accompanied by the Application Fee of **\$45.00**.

NOTE: Application will not be processed without the required fee.

1. FORMAL EDUCATION

A. Secondary Education (Check appropriate spaces.)

- High school Graduate? Yes () No () Year: _____

Where? _____

- Certified for high school equivalence? Yes () No () Year: _____

Where? _____

- Graduate of an educational system outside of the U.S.? Yes () No ()

Where? _____

B. Work completed in degree-granting institutions (colleges, universities, community and junior colleges) transcripts should be provided. List any degree conferred giving name of institution and date. _____



LIST DEGREE-GRANTING INSTITUTIONS ATTENDED.

<u>Name of institution</u>	<u>Date attended</u>	<u>Number of courses (or hours) completed</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

(Use separate sheet if more space is needed.)

C. Seminary, professional, and vocational schools.

<u>Name of institution</u>	<u>Nature of program</u>	<u>Dates</u>
_____	_____	_____
_____	_____	_____

(Use separate sheet if more space is needed.)

D. Ministry training programs.

<u>Program</u>	<u>Area of instruction</u>	<u>Hours of training</u>
_____	_____	_____

II. SPECIAL SKILL ACQUIRED OUTSIDE INSTITUTIONAL INSTRUCTION

A. Use of languages other than English (Language, level of competence, how acquired).

B. Research techniques

C. Applied arts _____

D. Other _____



III. OCCUPATIONAL CAREER AND ASSOCIATED LEARNING

A. Military Service

Dates _____ Highest Rank _____

Special Training _____

B. Concise ministry record (most recent, first).

<u>Place of Ministry</u>	<u>Title</u>	<u>Dates</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

(Use separate sheet if more space is needed.)

C. Knowledge and skill. On a separate sheet describe concisely the important knowledge and skill you have acquired in connection with your occupation, ministry or profession.

IV. EXPERIENTIAL LEARNING

A. **Travel and cross-cultural experience.**

On a separate sheet describe any extended experience you have and with another culture. Indicate elements in this experience which were of special education value.

B. **Systematic study.**

Describe concisely any extended program of study, private or in volunteer groups, in which you have engaged. Indicate primary educational value, (use additional sheets, do not write, must be typed).

C. **Creative Productivity.**

Describe concisely any written productivity in which you have been engaged. List fiction, poetry, or articles you have written. (type on separate sheets.)

D. **Community Service.**

Describe concisely any services which you have performed which require special knowledge of psychology, sociology, or management. (type on separate sheet.)

V. GENERAL OBSERVATIONS

If you wish, you may write on a separate sheet any special competence which you have acquired which you think should be considered in determining your entitlement to any advance academic credits toward a degree program.

**VI. GENERAL PROCEDURE**

Upon approval of the PLA application, the following procedures will be activated.

1. A letter of approval and authorization to commence with the production of a prior learning assessment portfolio will be sent.
2. The prior learning assessment portfolio production syllabus will be mailed, this gives detailed instructions for the preparation and production.
3. You will be have a time limit of 120 days to complete the PLA portfolio. (Time starts on the date mailed from CTS offices.)
4. You will be billed at the current tuition rate for any academic credit hours granted on the PLA, (invoice to be paid upon receipt).
5. PLA tuition credits not paid within 30 days will be voided and not transcribed on the students official internal academic transcript.
6. Conservative Theological Seminary will grant a maximum of 18 academic credit hours on the PLA Production Portfolio.

VII. INSTRUCTIONS

Upon completion of application, submit to:

**Conservative Theological Seminary
Admissions Department
12021 Old St. Augustine Road
Jacksonville FL 32258**

Your application will be reviewed by the administration and notification of status will be sent within 30 days of the request and application date received by CTS.