

Recognizing Prior Learning (RPL) Application Form

Transfer Credit

Students who have successfully completed the equivalent of a NSCC course at another post-secondary institution may apply for Transfer Credit. It is solely the student's responsibility to provide appropriate documentation from the other institution(s) to support the application for transfer credit. A course outline with learning outcomes is the preferred documentation; this material will be submitted to a content expert for evaluation. A demonstration of competency may also be required. Transfer credits are available to students enrolled in a program; there is no charge for the evaluation.

Name	Student # (if applicable)	Program (if applicable)
E-mail Address	()	Telephone

If you are seeking more than one Transfer Credit, a separate application must be submitted for each Transfer Credit. If the credits are all from the same institution only one official transcript is required.

*By signing this application, I certify that all the information/documents provided to support this request are authentic, accurate and true. I understand that my application for credit may be denied if I have falsified any information in any way. I authorize the use of all enclosed documentation (assignments, projects, exams, and portfolio) by the faculty assessor(s) for the purpose of assessing credit. **Please attach all supporting documentation to this application.***

RPL Applicant's Signature	Date
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TRANSFER CREDIT:

I am requesting that my credit from:

Be used at NSCC as a credit for:

University/College	Course Name/ Faculty Name (i.e. Project Management/J. Smith)
Course Name (i.e. Project Management)	Course Code # (i.e. MGMT 3111)
Course Code # (i.e. MGMT 3111)	

- Official Transcript attached.
- Course outline attached

Recognizing Prior Learning Assessment Approval Section

The Academic Chair is asked to return the completed form to Student Services.

- Approved: Approved means that all processes have been completed. If approved, it will be assumed by Student Services that the student has fulfilled all requirements to receive full recognition for the credit.
- Learning Contract Required _____
- Learning Contract will be prepared by: _____
- Denied. Why: _____

Faculty	Date
Academic Chair	Date
Assistant Registrar	Date
Credit Posted on PeopleSoft	Date