

Prior Learning Assessment Review Guidelines

Initial Reviewer Guidelines:

1. Does the course currently exist in the catalog? Is the title the same?
2. Are the course learning outcomes the same as what is included in the catalog?
3. Are the instructions clear to the student as to how they will complete the assessment?
4. Is a passing grade defined and compliant with the policy?

Department Reviewer Guidelines:

1. Is there clear alignment of the rubric / assessment item to the course learning outcomes?
2. Does the assessment (exam or portfolio) adequately allow the student to demonstrate competency for **each** learning outcome of the course, comparable to an in-class learner?
3. Are the instructions clear to the student as to how they will complete the assessment?
4. Is the passing score that has been defined appropriate and in alignment with policy?

ALC Reviewer Guidelines:

1. Are the instructions provided to the student to complete the assessment clear for the learner?
2. Is the passing score that has been defined appropriate comparable to an in-class learner?
3. Is there clear alignment of the rubric / assessment item to **all** of the course learning outcomes?