



Prior Learning Assessments

Earn High School Credit for what you already know and have accomplished!

Adult students come to us with a wide variety of life and work experience. Our Prior Learning Assessment (PLA) program provides you with the opportunity to earn high school credit for learning that you completed outside of the classroom.

As an adult, chances are that you have acquired high school level knowledge from your jobs, career, through independent readings, hobbies, from life and work experience; all of which can be converted into real high school credits.

How it Works

1. Enroll in the COHS Express Course, where you will transfer credits that you have previously earned from other schools
2. You will then complete the PLA application. For the application you will essentially build a portfolio which documents your experiences that will showcase the skills that you have learned outside of the classroom. To help you in this process you want to have the following available:
 - a. Up to date Resume with detailed job description, timeframe, and skills acquired
 - b. Description of Military Skills
 - c. List of books read and summary of each book
 - d. Products produced by you with visual image and description
 - e. Business skills that have been acquired
 - f. Awards that you have received
 - g. Licenses or certifications that you have earned
 - h. Summary of hours spent in the field
 - i. Workshop, webinars, or trainings that you have attended
 - j. Volunteer work and experience you have completed
3. Two letters of professional reference from teachers, trainers or former supervisors in the field.
4. Submit the PLA application with supporting documentation
5. Our Academic team will review the application and documentation
6. You will be notified of any credits that awarded and they will be added to your transcript.

See below for further details on awarding credits.

Benefits

- The assessment is part of the tuition for the COHS Express and has no extra charge
- By earning PLA credits, you will be able to reduce your overall costs and the amount of time it will take to earn your diploma
- You are earning credits for skills and experience you have already learned and been through. No extra work required.
- Eliminates learning concepts you have already mastered
- Allows you to demonstrate learning for which there is no test-out exam

Awarding Credits

- Credit is awarded for a specific COHS course
- COHS only awards credit for learning that can be assessed and documented
- Remember, evidence is critical for a successful assessment of your life and work experience
- PLA credits are considered "non-traditional" transfer credits. No letter grade is assigned and it is not considered into the student's GPA.
- PLA credit can not be duplicated for courses that have been previously awarded credit.

For more information please do not hesitate to contact our academic staff here at Citizens Online High School.

Contact Us
academics@citizenshighschool.com
citizenshighschool.com