



**Senate**

Policy Name	<b>Recognizing Prior Learning (Graduate Admission)</b>
Policy Number	GSPP 2013-02
Origin	Graduate Studies Program and Policy Committee (GSPPC)
Authority	Senate
Date of Original Approval	2013-04-29
Supersedes	
Senate Approval Dates	2013-04-29
Effective from	2013-04-29
Review/Retirement Date	October 2023; Reviewed October 2018
Responsibility for Revision	Graduate Studies Program and Policy Committee (GSPP)
Responsibility for Implementation	Dean of Graduate Studies

**Purpose:**

To establish criteria for prior learning assessment in graduate admissions

**Policy:**

When making admission decisions, Graduate Admission Committees may consider an applicant's prior learning and experience gained through employment or other non-curricular activity. Such consideration will be given only when the applicant has gained professional experience, and/or professional accreditation, and/or professional recognition in a field relevant to the intended program of study. Admission decisions will be based on an assessment of the applicant's potential for success in graduate study. Individual graduate programs can decide whether to recognize prior learning in admission decisions. Interested applicants should consult with the relevant graduate program coordinator.

**Procedures:**

Students may contact the Graduate Program Coordinator for the program of interest to determine whether the program recognizes prior learning in the admission process. The student may discuss the application process and required documentation with the Graduate Program Coordinator.

The guiding principle for assessing adequacy of the prior learning for admission is the potential for academic success.

The Graduate Studies Program and Policy Committee (GSPPC) will provide a template to Graduate Admissions Committees to guide the preparation of a Recommendation for Admission.

The Recommendation for Admission must contain the required supporting documentation and a list of courses required to meet graduation requirements or a rationale for denial of admission.

GSPPC will work with Graduate Program Coordinators to develop and update a listing of the types of documentation that could be considered in this process.

The types of documentation that can be considered in preparing the Recommendation for Admission include: information from interviews with the applicant, letters of reference that address the applicant's potential for graduate study, awards, memberships, accreditations, attendance at workshops or other courses, c.v. or résumé, a statement of work history, achievements in other fields.

Students may be required to complete undergraduate courses as a condition of acceptance.

The Graduate Program Coordinator will prepare a Recommendation for Admission and forward the Recommendation with the supporting documents to GSPPC.

The Recommendation for Admission will be reviewed for approval by GSPPC prior to the offer of admission. The Committee's decision will be conveyed to the Admissions Office and the Graduate Program Coordinator.

Related Documents: Graduate Calendar Entry

#### 2.1.8 Recognizing Prior Learning

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