

## Prior Learning Assessment: Intake form

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### 4. PORTFOLIO.

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Please read and complete the following form. To return, either print the page and fax or mail, **OR** copy and paste into a word document and attach to an email. **Return to: Career Services, Bucks County Community College, 275 Swamp Road, Newtown, PA 18940**  
**215-968-8195 (Tel) 215-968-8033 (Fax) [flintm@bucks.edu](mailto:flintm@bucks.edu) (email)**

- A. Do you have the skills to challenge a class at Bucks County Community College that is not open to challenge by examination or other method? Classes open to challenge by exam: <http://www.bucks.edu/catalog/crex.php>.

The certificates accepted : <http://www.bucks.edu/pla/certificates.php>

For full details of the portfolio challenge: <http://www.bucks.edu/pla/portfolio.php>

If you wish to challenge a course by the portfolio process:

- B. Answer the questions below.

1. Name: \_\_\_\_\_

2. Are you a Bucks County Community College student? Yes : \_\_\_\_ No: \_\_\_\_  
(If not please apply <https://apps.bucks.edu/apply/index.php> )

3. Bucks County Community College ID: \_\_\_\_\_

4. Telephone Number: \_\_\_\_\_ 5. Email address: \_\_\_\_\_

5. Have you received academic advising at BCCC? Yes \_\_\_\_\_ No \_\_\_\_\_

6. If so, from whom? \_\_\_\_\_

7. Major \_\_\_\_\_

- C. Your relevant background that might enable you to challenge a college level class by portfolio.  
Give reasons why you think you may be eligible for equivalent college credit. Look at the class syllabus concerned <http://www.bucks.edu/catalog/majors.php> . (To see syllabus click on the course number)

Examples of relevant knowledge:

- Work experience (e.g. five years working as accountant; familiarity with keyboarding and Microsoft Office, office procedures; keen digital photographer with professional experience)

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- Self Taught or Non-traditional college level learning (e.g. desk top publishing; dance)

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D. It is recommended to start with one portfolio. Once that one is successful, you may apply to challenge another.

Examine carefully the required courses in your program of study. You will find a listing of the majors, certificates and courses offered at Bucks here: <http://www.bucks.edu/catalog/majors.html>  
*Click on course number to see syllabus.*

Read the syllabus carefully, focusing particularly on the listed learning goals, learning objectives, topics and activities. In order to challenge a course, you should feel confident that you have already met the majority of the goals & objectives.

First course you wish to challenge:

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