

SYLLABUS

COU K122 Assessment of Prior Learning

(CRN #12318)

Three Rivers Community College
Norwich, Connecticut 06360

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Course Description

This course has been designed for adults who have achieved college-level learning through direct life/work experience. Students will have the opportunity to explore past learning experiences and to plan future educational goals. Students will have their learning styles assessed, participate in library research class, a resume writing class, and be introduced to Blooms Taxonomy of Cognitive Development.

Objectives

Students will analyze and identify the quality and quantity of their experiential learning. Additionally, students will appropriate use this qualitative and quantitative information to engage in the collaboration of their learning.

1. Students will relate their learning, skills, and values to courses taught at Three Rivers.
2. Students will write a narrative description of their significant life/work/volunteer experiences, and the application of their learning.
3. Students will write a resume that outlines their life/work/volunteer experiences.
4. Students will write learning outcome statement that identify the learning, skills, and values they acquired through prior experiences and demonstrate the use of Blooms' Taxonomy.
5. Students will verify and document the quality of their experiential learning.
6. Students will compile a learning portfolio that consists of the following components: Cover Page, Permission to Read/Release Form, Table of Contents, Narrative Statement, Resume, Credit Request Summary, Transcripts, Program of Study, Learning Outcome Statement – (L.O.S.), Table of Contents for Documentation, Documentation.
7. Students will be required to recognize, and systematically organize their learning into sources of academic units.

Instructional Modes:

Lecture, large group discussion, small group instruction, discussion, and practicum, independent and supervised work using individualized materials.

Evaluation Procedures:

Grade options for this course are A, B, C, D, or F which may include plus (+) or minus (-) symbol.

Students must submit a completed portfolio that specifies and verifies the college level learning they have acquired through prior life/work/volunteer experiences. Students may not submit portfolio for evaluation unless they have successfully passed the course.

Students shall not be awarded credit via portfolio review outside of subject areas encompassed by the approved curricula of Three Rivers.

Students shall not use more than 50% (30) of the credits required to complete a degree for their prior experiential learning. This represents a combination of military, CLEP, test-out, and APL credits.

Students are expected to complete their portfolios and submit them for a grade at the final class. The grade of Incomplete (I) will be given only under **extreme** conditions. Both the instructor and the director's signature are required.

Academic Integrity:

Academic integrity is essential to a useful education. Failure to act with academic integrity severely limits a person's ability to success in the classroom and beyond. Furthermore, academic dishonesty erodes the legitimacy of every degree awarded by the College. In this class and in the

course of your academic career, present only your own best work; clearly document the sources of the material you use from others; and act at all times with honor.

Attendance:

Students are required to make every effort to attend class during the semester. If it is necessary to be absent, the students must notify the instructor and obtain the assignment for the missed class. Some classes are designated as mandatory. Failure to attend a mandatory class may adversely affect your grade.

College Withdrawal Policy:

A student who finds it necessary to discontinue a course must complete a withdrawal form in the registrar's office at the time of withdrawal. Please refer to the academic calendar for the withdrawal deadline. Students who do not withdraw, but stop attending will be assigned an "F". Eligibility for refund of tuition is based upon date of withdrawal when received by the registrar.

Disability Statement:

If you have a hidden or visible disability that may require classroom or test-taking modifications, please see me as soon as possible. If you have not already done so, please be sure to register with the learning disabilities specialist, who is coordinating services to students with disabilities, or the disabled student counselor.

Required Texts

The APL textbook is created by the APL Office and it is available for purchase the first night of class. Students will need to submit five portfolios in *flexible* notebooks, plus dividers.

The MyCommnet Alert:

myCommNet Alert is a system that sends text messages and emails to anyone signed up in the event of a campus emergency. Additionally, TRCC sends messages when the college is delayed or closed due to weather.

All students are encouraged to sign up for myCommNet Alert. A tutorial is available on the Educational Technology and Distance Learning Students page of the web site.

http://www.trcc.commnet.edu/div_it/educationaltechnology/Tutorials/myCommNetAlert/MIR3.html

TRCC Email:

All faculty are assigned TRCC email addresses – we strongly encourage the sole use of the TRCC college email for ALL College related communications, whether it be with TRCC students or TRCC administrative offices. The consistent use of the college email provides a foundation for college unity and enables students to more easily navigate communicating with you, and future instructors. In addition, all TRCC students are now assigned a college email address – instructions may be found on the Website in how to access – please encourage students to access and use this email.