



PLAR Checklist

Along with the three guides included in the Prior Learning and Assessment Recognition package, this checklist will provide potential candidates with a quick overview of the documents needed to complete the PLAR Portfolio. It is important that your portfolio be compiled in a professional and organized manner – this will help us ensure that the assessors are able to assess it promptly, fairly and objectively.

Document	
Cover Letter (Summarize the goal of your submission and your involvement in housing management related to your PLAR submission)	
Portfolio Assessment Form (Found in the PLAR Information Guide - Appendix A)	
Portfolio with the Competency Self-Assessment and Evidence Grid and related attachments to demonstrate academic courses and experiences to the competencies	
Assessment Fee	
Resume (To support the seven years of practical housing experience)	
Copies of Transcripts	
Detailed and Current Job Description (If applicable)	
Additional Supporting Documentation and Evidence	
Letters from three sponsors	