



PLAR Application Form

Complete this PLAR application form if the following applies:

You have previous academic and work experience that matches courses in the Food Service and Nutrition Management in Healthcare (FSNM) program curriculum. It is at the discretion of CHA Learning to grant exemptions based on the information provided by the student.

Please note: The PLAR application fee is \$100.00 (non-refundable) in addition to the \$95.00 standard fee (\$195.00 total). PLAR applications will be reviewed within 2 weeks of submission.

Student Name:

Student Email:

Questions?

If you have questions, contact us at:

- Email: fsnmprogram@healthcarecan.ca
- Telephone: (613) 241-8005 ext. 245
- Telephone Toll-Free (Canada): (855) 236-0213 ext. 245

Course Exemptions Checklist:

Note: Courses 1, 2, 5, and 12 are not eligible for PLAR. No more than 6 courses will be considered for exemption.

Please select the course(s) you would like us to consider for exemption:

- | | |
|---------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input type="checkbox"/> Course 3: Human Resources Management | <input type="checkbox"/> Course 8: Introduction to Nutrition |
| <input type="checkbox"/> Course 4: Financial Management | <input type="checkbox"/> Course 9: Clinical Nutrition and Therapeutic Considerations |
| <input type="checkbox"/> Course 6: Food Service Systems and Operations | <input type="checkbox"/> Course 10: Nutrition Screening and Care Planning |
| <input type="checkbox"/> Course 7: Food Safety and Emergency Preparedness | <input type="checkbox"/> Course 11: Menu Planning and Production |

The following information must be submitted *in addition to the general application documents*:

- Transcript(s) clearly indicating successful completion of the course(s) which you are seeking exemptions. Transcript(s) required in the standard application must also be submitted in the PLAR section of the application.

- Course description, outline, or syllabus that includes information about:
 - The school and program in which the courses were taken
 - Detailed topics/units of study
 - Course evaluation format (exams, assignments, projects, activities, etc.)
 - The number of course hours, if available

- If you are using professional experience in addition to education for PLAR, you must also provide (**note:** professional experience will only be considered in addition to education):
 - A detailed outline that includes:
 - Relevant roles you have held (job title, location, and years of employment)
 - Detailed descriptions of the tasks and activities completed in these roles, including how they meet the required learning competencies. These descriptions should outline how long you have done the activities and how often you did them over that time. Provide specific examples.
 - If possible, a letter of attestation from your employer indicating the experience you have and their belief you should be exempt from the identified course(s)

Important:

This program focuses on the Canadian healthcare system, therefore, only education and experience obtained within Canada is eligible for PLAR application. International education and/or experience will only be considered in combination with similar education and/or experience obtained in Canada.

To further evaluate your professional experience, CHA Learning may request a telephone interview with you, or your references.