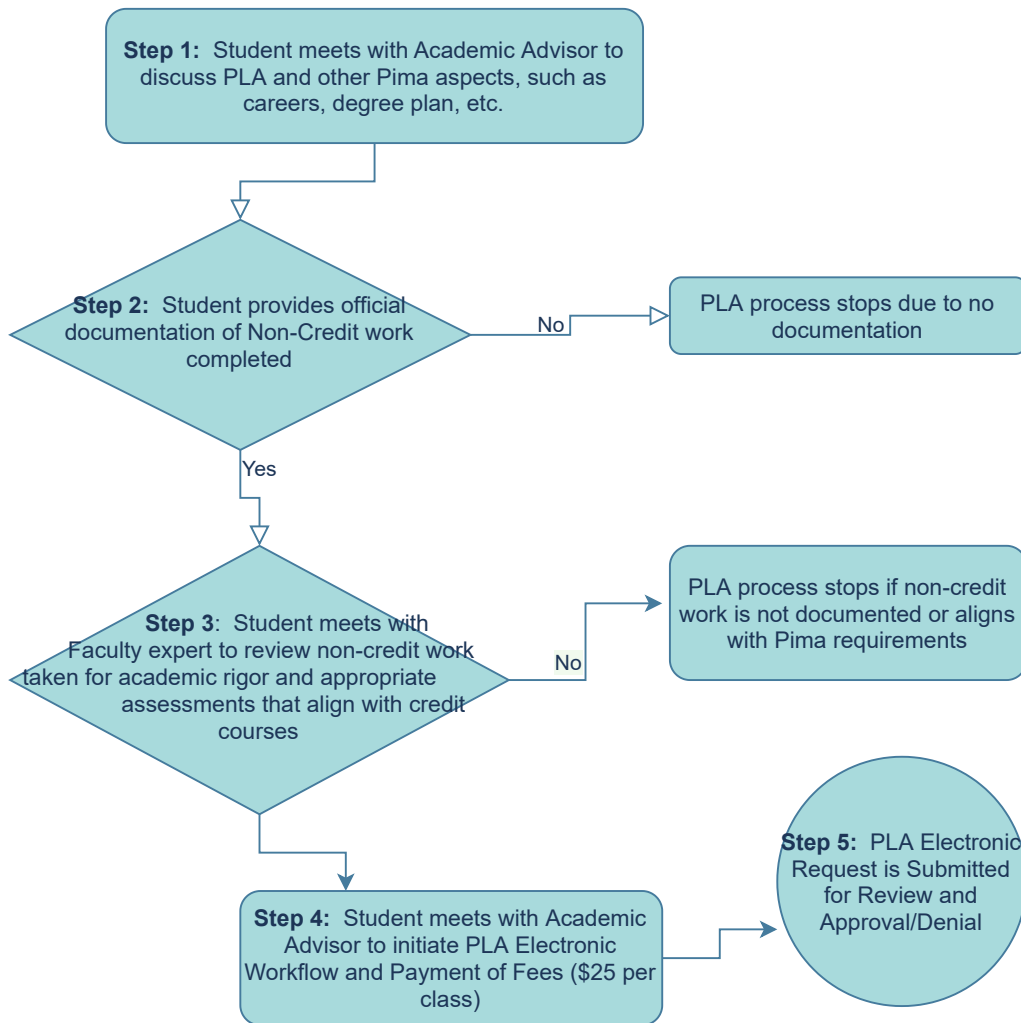


## Non-Credit to Credit



## Non-Credit to Credit

**Step 1:** Student meets with Academic Advisor regarding career interests, including PLA and other Pima aspects

**Step 2:** Student provides official copy of non-credit work completed

**Step 3:** Student meets with Faculty expert to review non-credit work taken for academic rigor and appropriate assessments that align with requested courses.

**Step 4:** If student wishes to pursue PLA for Non-Credit to Credit classes, meet with Academic Advisor to initiate PLA Electronic Workflow (i.e. PLA Request) and payment of required fees

**Step 5:** PLA Electronic Workflow is initiated with Academic Advisor Submission and Approval/Denial, Student Review and Approval/Denial, Discipline Coordinator Review (i.e. faculty expert) and Approval/Denial, Dean Review and Approval/Denial, and electronic submission to the Registrar's Office for transcription of credit.