

## Senior PLAR Portfolio Equivalency Application

<i>Name:</i>	<i>Date of Application:</i>
<i>Date of Birth:</i>	<i># of Credits Required in Sr. Plar:</i>

This application is intended as a road map for your portfolio. Please complete as many sections as you can. When filling in a section, be as detailed as possible and provide approximate dates. Proof of the experiences and skills listed in the application will make up sections of your PLAR Portfolio. Point form is acceptable.

Please indicate the languages you speak and write fluently.

A) **Autobiography** – Adults have invaluable experience, skills and knowledge. These are gained from many experiences, both positive and negative, with each and every one being a learning moment. Tell us about yourself. Include a short paragraph on your early years, especially learning what stood out for you. Tell us about your high school days, why you left early, and adult life including work, relationships, children, community involvement, etc. Think about what has made you the great person you are today and lessons you have learned along the way!

Please write your story on a separate sheet hand written or using MS Word. Here is some space to brainstorm ideas. Try to write at least 5 paragraphs.

B) **Hobbies** – Describe any hobbies that you have. In particular, you should emphasize the skills and knowledge that you have developed as a result of your experiences with this hobby. How long have you been involved with this hobby? What kinds of artwork, projects and/or creations have you produced?

Proof: Pictures, bring in a sample

C) **Leadership Opportunities** – Some people have had leadership opportunities in the workplace, through athletics, or in various clubs and organizations. Describe in detail any such leadership opportunities that you have had. What knowledge and skills did you acquire as a result of these opportunities?

*Eg. **Manager/Supervisor at work, Team Captain, Committee Chairperson***

Proof: Awards, evaluations, resume, references

D) **Volunteer work** – Provide details of any community service or volunteer work. Be sure to include the name of the organization and a detailed description of your duties. Also describe the knowledge and skills required to perform the work.

Proof: Awards, letter of reference, newspaper articles, resume

**E) Fitness Activities/Healthy Living** – Provide a detailed description of any fitness activities with which you have been involved and for what period of time. Have you overcome health issues or tried your best to live in a healthy way? How do you accomplish this? You may wish to include copies of certificates etc. that will verify and demonstrate your prior learning in the fitness area.

Proof: Photos, certificates, memberships, awards

**F) Entrepreneurial Activities** – Describe the knowledge and skills that you developed through any entrepreneurial activities. For instance, you may include any experience with selling Avon or Regal. You must give a detailed description of the activity and when you did it.

Proof: Pay stubs, advertising materials, (webpages, multi-media) resume

**G) Participation in Clubs** – Describe any experience you have as a member of a club or number of clubs. Describe the knowledge and skills you developed as a result of your involvement.

Proof: Photos, membership cards, team schedule, awards

H) **Other prior learning/special abilities** – Describe any other prior learning experience or special abilities in this space that you were unable to include in any of the other categories. For example, are you a parent? If so, for how long and how many children do you have? Describe the knowledge and skills you have as a result of this experience. Other experiences could include:

***Living on your own, owning a car, owning a home, travel experiences, talents, music, technology, animal care, workshops, etc.***

Proof: Photos, birth certificates, driver's license, insurance, car ownership, awards, training certificates, resume, monthly budget, rental agreements

l) **Employment History** – Please attach a copy of an up to date resume. If you don't have one, we suggest you visit your local Employment Service Centre where you can get professional help in creating a resume that best highlights your skills and experience. If you don't have one yet, please use the chart below to document your last 3 positions if applicable.

**Work Experience**

Name of Employer	Job Title	Duties and Responsibilities
Proof: Resume, letter of reference, pay stub, T4, ROE, contact info.		

**J) Formal Training Courses/Education/Diplomas/Certificates**

For your portfolio, you need to include copies of certificates, licenses and/or transcripts from the program. You may be asked to provide letters of verification and/or a course outline to support your claim of prior learning.

Name of School	Course Title	Qualification / Skills Learned

K) Please feel free to tell us anything else that we may have missed. Remember, you are a knowledgeable and experienced person who deserves to gain recognition for your many skills and talents.

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_