



Emergency Management Advance Credit Application

A student can apply for Advance Credit (AC) under the following conditions:

1. You have completed a course within three years that is listed in the NAIT Course Equivalencies document. AC will be awarded; you will not be required to write the Prior Learning Assessment exam. If you completed the course more than three years ago, you may be required to write the AC exam. *An Official Transcript or a copy of certificate and course outline/competencies will need to accompany application.*
2. You have completed a course that is not listed on the Course Equivalencies document but you believe it to be equivalent and would ask that NAIT assess it for equivalency. Should NAIT deem the course to be equivalent, you will be required to write the Prior Learning Assessment exam. *An Official Transcript or a copy of certificate and course outline/competencies will need to accompany application.*
3. You have completed a course that is not listed in the Course Equivalency document but you believe that it covered at least 50% of the course competencies and in your work experience you have acquired the remaining competencies. You will be required to write the Prior Learning Assessment exam. *An Official Transcript or a copy of certificate and course outline/competencies will need to accompany application.*
4. You have worked in the course competency area and you feel you have acquired the competencies through work experience. Should NAIT acknowledge your experience and deem it equivalent you will be required to write the Prior Learning Assessment exam. *An overview of work experience should accompany this application.*

Advance Credit Fees and Conditions

- A student may be awarded advanced credit or scheduled for an AC exam only after they have successfully completed a minimum of two courses in the Emergency Management Diploma program.
- A \$40 application fee per course for Advanced Credit assessment is to be submitted with the Advance Credit application.
- There is a fee of \$183.00 to write the Prior Learning Assessment exam. Prior to registering for the PLA exam, it is highly recommended that the student review the competencies for the course. Please contact the Program Office at 780-378-5034 or emtraining@nait.ca.
- Students will only be permitted to write one Prior Learning Assessment exam per course, there are no rewrite privileges.
- Approval of Advance Credit is at the sole discretion of the EM Program Staff. Course equivalencies may change at any time without notice.



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Student Name _____

Student ID# _____ Student Phone Number _____

E-mail Address _____

EMD Course Name(s) & Number(s) for which credit is being requested:

Official Transcript or Copy of Certificate Attached (If applying under conditions 1, 2, or 3)

Course Outlines/Competencies Attached (If applying under conditions 1, 2, or 3)

Overview of Work Experience Attached (If applying under condition 4)

Payment

of courses requesting advance credit for ____ X \$40.00/course = \$_____

Please check one: VISA Master Card American Express Cheque (payable to NAIT)

Credit Card Number _____ Expiry _____

Card Holder Name _____

Signature _____

Return completed form with payment to:

Mail to:

Emergency Management Program
NAIT Continuing Education
11762 106 St, Room W111
Edmonton AB T5G 2R1

Fax/Email to:

Fax: 780.471.8993
Attention: Emergency Management Program
Email: EMtraining@nait.ca



Emergency Management Prior Learning Assessment (PLA) Exam Application

This application is only required if EM Program Office has advised you that you need to write the Prior Learning Assessment Exam. Please note that if you are required to write a PLA exam, you will not be charged the \$40 advance credit fee.

Student Name _____

Student ID# _____ Student Phone Number _____

E-mail Address _____

EMD Course Name & Number for which exam is being requested:

Preferred Date of Examination: _____

Exam date will be confirmed by program office.

Payment

of courses requesting PLA exam for ____ X \$183.00/course = \$_____

Please check one: VISA Master Card American Express Cheque (payable to NAIT)

Credit Card Number _____ Expiry _____

Card Holder Name _____

Signature _____

Return completed form with payment to:

Mail to:

Emergency Management Program
NAIT Continuing Education
11762 106 St, Room W111
Edmonton AB T5G 2R1

Fax/Email to:

Fax: 780.471.8993
Attention: Emergency Management Program
Email: EMtraining@nait.ca