

**Requesting Prior Learning Assessment (PLA) for Non-Traditional (N) Credit
for Columbus State Community College Course
NURC 1001 Nurse Aide Training Program**

Ohio State Tested Nurse Aide (STNA)

Students must be enrolled at Columbus State Community College to be eligible to request PLA for N Credit. Students who are currently, or within the last 5 years, in good standing as a State Tested Nurse Aide (STNA) for Ohio as listed on the Ohio Department of Health Nurse Aide Registry may request consideration for PLA for N Credit for CSCC NURC 1001 by completing the [Request for Prior Learning Assessment \(PLA\) form](#), paying the \$50 N Credit Request Fee, and providing documentation of the Nurse Aide Registry number. The N Credit Request Fee is paid to the Cashier's Office on the 2nd floor of Rhodes Hall at the Spring Street Campus and a receipt is provided. The completed PLA form, copy of Paid N Credit receipt, and copy of documentation of the Nurse Aide Registry number are submitted in person to Catherine Underwood, Nursing Department Program Coordinator located in Union Hall 5th Floor Nursing Department Suite Number 508 at the Spring Street Campus or emailed to Catherine Underwood at cunderwood17@csc.edu. The Coordinator will assess the request for consideration and once verified, submit to the Nursing Department Chairperson for approval. Following the Chairperson approval, the request is submitted to the N Credit Office for final approval. Please allow a minimum of 10 business days for processing of N Credit.

Nurse Aide Credential in States Other Than Ohio

Students must be enrolled at Columbus State Community College to be eligible to request PLA for N Credit. Students who are currently, or within the last 5 years, in good standing with a state credential for nurse aide outside of the state of Ohio as listed by that state's rules for nurse aides, may request consideration for PLA for N Credit for CSCC NURC 1001 by completing the [Request for Prior Learning Assessment \(PLA\) form](#), paying the \$50 N Credit Request Fee, and providing documentation of the state approval (state certification, state-testing, course certification, etc. as required by the state). The N Credit Request Fee is paid to the Cashier's Office on the 2nd floor of Rhodes Hall at the Spring Street Campus and a receipt is provided. The completed PLA form, copy of Paid N Credit receipt, and copy of documentation of the specific state approval are submitted in person to Dana Scott, Program Coordinator of the Nursing Certificate Program located in Union Hall 5th Floor Nursing Department Suite Office 514 at the Spring Street Campus or emailed to Dana Scott at dscott27@csc.edu. The Program Coordinator will assess the request for consideration and once verified, submit to the Nursing Department Chairperson for approval. Following the Chairperson approval, the request is submitted to the N Credit Office for final approval. Please allow a minimum of 10 business days for processing of N Credit.

Licensed Practical Nurse

Students must be enrolled at Columbus State Community College to be eligible to request PLA for N Credit. Students with a current, valid License as a Practical Nurse in a state of the United States of America may request consideration for PLA for N Credit for CSCC NURC 1001 by

completing the [Request for Prior Learning Assessment \(PLA\) form](#), paying the \$50 N Credit Request Fee, and providing documentation of the license number. The N Credit Request Fee is paid to the Cashier's Office on the 2nd floor of Rhodes Hall at the Spring Street Campus and a receipt is provided. The completed PLA form, copy of Paid N Credit receipt, and copy of documentation of the license number are submitted in person to Catherine Underwood, Nursing Department Program Coordinator located in Union Hall 5th Floor Nursing Department Suite Number 508 at the Spring Street Campus or emailed to Catherine Underwood at cunderwood17@csc.edu. The Coordinator will assess the request for consideration and once verified, submit to the Nursing Department Chairperson for approval. Following the Chairperson approval, the request is submitted to the N Credit Office for final approval. Please allow a minimum of 10 business days for processing of N Credit.

Patient Care Work Experience

Students must be enrolled at Columbus State Community College to be eligible to request PLA for N Credit. Students who have the equivalent of 1,600 hours worked in the preceding 5 years as a nurse aide (also known as patient care assistant, nursing assistant, or patient care technician) in a hospital in the United States providing direct care to inpatients may request consideration for PLA for N Credit for CSCC NURC 1001 by completing the [Request for Prior Learning Assessment \(PLA\) form](#), paying the \$50 N Credit Request Fee, and providing documentation of the work experience (work verification letter on company letterhead from employer supervisor or administrator verifying employment and hours, including dates and times of work, with signature; and job description). The N Credit Request Fee is paid to the Cashier's Office on the 2nd floor of Rhodes Hall at the Spring Street Campus and a receipt is provided. The completed PLA form, copy of Paid N Credit receipt, and copy of documentation of the work experience are submitted in person to Dana Scott, Program Coordinator of the Nursing Certificate Program located in Union Hall 5th Floor Nursing Department Suite Office 514 at the Spring Street Campus or emailed to Dana Scott at dscott27@csc.edu. The Program Coordinator will assess the request for consideration and once verified, submit to the Nursing Department Chairperson for approval. Following the Chairperson approval, the request is submitted to the N Credit Office for final approval. Please allow a minimum of 10 business days for processing of N Credit.

Requesting College Transfer Credit for CSCC NURC 1001 Nurse Aide Training Program

Students with CSCC K credit with a grade of C or better for a Nurse Aide course taken at another institution of higher education may request consideration for assessment for Transfer Evaluation of Credit by submitting the request and documentation (course syllabus, outline, and course learning guide) in person to the Nursing Certificate Program Coordinator Dana Scott located at the Spring Street Campus in Union Hall 5th Floor Nursing Department Office 514 or email to dscott27@csc.edu. Nurse aide courses taken without earning college credit are not eligible for Transfer Evaluation of Credit.