



## VIUFA PLA REGISTRATION FORM for ASSESSMENT of SINGLE COURSE/ASSIGNMENT

RECORDS, PLEASE SET UP WITH VIUFA PLA CC 6326; IF THIS IS A CO-OP PLA, PLEASE USE THE CO-OP CC 5346                      REGISTRATION, PLEASE USE PROGRAM CODE: PLA

**VIUFA FACULTY, PLEASE COMPLETE THE FOLLOWING:**

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Tick one of these: Non-Student?  or Currently Enrolled Student?

Tick one of these: Domestic?  or International? : X *Student sign in this space, please*

Entry Date: \_\_\_\_\_ Exit Date: \_\_\_\_\_

Instructor Name: \_\_\_\_\_

Instructor Signature: \_\_\_\_\_

**CHECK ONE OF THE FOLLOWING:**

**Single Course/Assignment:**

**Course:**

**ASSIGNMENT OF ONE COURSE** (*includes advising, developing assessment tools, assessment*)

Course Name: \_\_\_\_\_

Course Code: \_\_\_\_\_ Section Code: \_\_\_\_\_

Course Credits: \_\_\_\_\_ Fee (per below): \_\_\_\_\_

**\$250.00 for 3 Credits, pro-rated as follows:**

**\$ 83.34 for 1 CR**

**\$333.34 for 4 CR**

**\$125.00 for 1.5 CR**

**\$500.00 for 6 CR**

**\$166.67 for 2 CR**

**\$750.00 for 9 CR**

Note: rate for co-op is \$500 per course.  
(for both Domestic and International Students)

**Please Note: All fees are subject to periodic review**

**Assignment:**

**Pre-existing Format** \_\_\_\_\_ **Fee: \$100.00**

*(includes only minor revisions to existing assessment tool and the assessment)*

**Customized Format** \_\_\_\_\_ **Fee: \$100.00**

*(includes only exam specifically designed for individual assessment and the assessment)*

Course Name: \_\_\_\_\_

Course Code: \_\_\_\_\_ Section Code: \_\_\_\_\_

X \_\_\_\_\_  
**Dean (Permission to Register)**

X *sig only req'd at time of Faculty Reimbursement*  
**Executive Director, Student Services**  
**(Faculty Reimbursement Approval)**

**Faculty reimbursement will be initiated by the Secretary, Executive Director of Student Services, upon receipt of a copy of the Summary of Results form from Records.**