



UNIVERSITY OF MANITOBA FACULTY  
OF SOCIAL WORK

DISTANCE DELIVERY PROGRAM



## 3152 PLAR Legacy students Handbook

If you have been admitted into the Faculty of Social work program before 2023 you are considered a Legacy student and will be eligible to [apply for SWRK 3152 PLAR](#).

PRIOR LEARNING ASSESSMENT AND RECOGNITION  
HANDBOOK

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What is a Legacy student? If you have been admitted into the Faculty of Social work program before 2023 you are considered a Legacy student and will be eligible to apply for SWRK 3152 PLAR.

## PLAR: Prior Learning Assessment and Recognition

### What is PLAR (SWRK 3152)?

PLAR Is a part of our accredited BSW program that gives students an alternative to Field Instruction 1 (SWRK 3150). The Canadian Association for Social Work Education (CASWE) Standards for Accreditation (March 2021) indicates that "...when academic credits are given for previous work and/or relevant experience in lieu of BSW field education practicum hours, the academic unit has a written policy that specifies clear criteria and procedures used to assess skills and knowledge normally obtained through the field education practicum" (SB 3.1.4., page 11). This may be provided for a maximum of one half of the required hours of practicum specified in the program.

PLAR is a process of recognizing the prior learning of skills and knowledge in social work practice. It can be through formal and informal study in a variety of settings as well as through a diversity of experiences. PLAR provides a mechanism for identifying, documenting, and evaluating learning, thereby acknowledging, and giving credit to students who demonstrate learning equivalent to a student completing first field (SWRK 3150).

## Application Requirements

### Prerequisites and Corequisites

Students are expected to meet all the faculty's requirements with respect to pre-requisite and co-requisite requirements. Pre-requisite courses to SWRK 3152 PLAR include: see chart below

Legacy Curriculum - Course Number	Contemporary Curriculum – Course Equivalents
SWRK 1310	SWRK 2040
SWRK 2080	SWRK 2030
SWRK 2090	SWRK 1250 in combination with FMLY 1010 or PSYC 1200)
SWRK 3140	SWRK 1240

Students are required to have a Grade Point Average of 2.50 or higher.

**Upon registering for SWRK 3152 PLAR (12 credit hours),** we highly recommend that you enroll in 2 social work elective courses while completing PLAR. Please discuss this with your academic advisor.

### Work Experience

Applicants require a minimum of 3500 hours (within the last five years) of social work experience. Up to a maximum of 500 hours may include unpaid or volunteer work. Significant social work experience may include (but is not limited to):

- Counselling
  - With individuals, families and or groups, family mediation  
Community/Development/ Social Action
- Involvement with non-profit organizations at community level
  - Grassroots mobilization/local development  
Advocacy
  - Advocating with clients, families and communities
- Case Management
  - Engagement with clients, initial, ongoing assessment, intervention,
  - Case planning and referral

*Students will be required to demonstrate:*

- Social work engagement, assessment, planning, intervention, and evaluation.
- The ability to integrate values, ethics, and theoretical frameworks attained in prior social work experience and the pre-requisite foundation courses see chart below:

Old curriculum Course Number	Contemporary Curriculum – Course Equivalents
SWRK 1310	SWRK 2040
SWRK 2080	SWRK 2030
SWRK 2090	SWRK 1250 in combination with FMLY 1010 or PSYC 1200)
SWRK 3140	SWRK 1240

Applicants who have been approved by the PLAR Application Committee are permitted to register in SWRK 3152.

Students will be required to complete all assignments on or before the designated due dates and to contact the PLAR Assessor when additional clarification is required. Students will be assessed on a pass/fail basis, subject to satisfactory completion of all assignments.

## Important Dates and Deadlines:

### *Application Deadline: February 1<sup>st</sup>*

- There will be a paper shuffle held by the committee to review eligibility. If you are not eligible, you will be notified prior to Feb 15<sup>th</sup> and given instructions on how to apply for Field instruction 1.

## Application Process

***If you are a Distance Delivery student the required forms for your application will be posted in the Distance Delivery Student Portal in UMLearn.***

***If you are an Inner City, Fort Gary or Thompson student please email the BSW PLAR email and request the application booklet be sent to you. [bswplar@umanitoba.ca](mailto:bswplar@umanitoba.ca)***

***Once submitted, an Academic Advisor will contact you to confirm your eligibility.***

A student who has (3500 hours) of previous social work employment experience in the past five years, may apply to register for SWRK 3152 (PLAR) in lieu of SWRK 3150 Field Instruction 1. SWRK 3152 (PLAR) is 12 credit hours, equivalent in both credit hours and tuition costs to that of SWRK 3150. PLAR requires a student demonstrate current skills, knowledge and integration of social work values and ethics from a practice perspective.

PLAR applications must be submitted in full **by February 1<sup>st</sup>, annually (no late extensions will be granted).**

Required application documents must include:

1. Completed letter of Understanding
2. A completed Letter of Intent
3. A PLAR Self-Evaluation form
4. A current Resume that includes work roles and responsibilities
5. Paid work history forms and Unpaid work history forms (if applicable)
  - a. *In order to apply for PLAR, applicants will require a minimum of 3500 hours, within the past five years of significant social work experience, of which 500 hours may include unpaid or volunteer work experience. Unpaid or volunteer experience may be considered up to a maximum of 500 hours but does not include practicum hours completed in a previous educational program.*
6. A confidential reference form from **three individuals** who have observed you and can comment on your social work knowledge and skills. This would include:
  - One referee who has supervised you directly within your submitted paid work history hours (within the last five years)
  - One individual (i.e.: Co-worker, collateral, community organization, Elder, Knowledge keeper, etc.) referee that can support your application and speak to your ability to demonstrate your skills.
  - One referee who hold a B.S.W. or M.S.W. from an accredited university, or who are Registered Social Workers in the province in which you reside.

## PLAR Application Checklist

Your Prior Learning Assessment & Recognition (PLAR) Application Booklet MUST include all the following:

- Completed Letter of Understanding
- Completed Letter of Intent
- PLAR Self-Evaluation Form
- Current resume that includes work roles and responsibilities;
- Paid Work History Forms and/or Unpaid Work History Forms (if applicable).
- Completed PLAR Confidential Reference Forms

## The Distance Delivery Field Team

PLAR Email Contact – [bswplar@umanitoba.ca](mailto:bswplar@umanitoba.ca)

Chair of PLAR Committee: Candielya Jackson

Program Coordinator

- [Joan.Churley@umanitoba.ca](mailto:Joan.Churley@umanitoba.ca)

Field Coordinator- Candielya Jackson

- [Candielya.Jackson@umanitoba.ca](mailto:Candielya.Jackson@umanitoba.ca)

Field Assistant – Kat Maddocks

- [Kat.Maddocks@umanitoba.ca](mailto:Kat.Maddocks@umanitoba.ca)

Academic Advisor – Natalie Scofield-Singh

- [Natalie.scofild-singh@umanitoba.ca](mailto:Natalie.scofild-singh@umanitoba.ca)

Educational Technology Support – Eden Metrik

- [Eden.Metrik@umanitoba.ca](mailto:Eden.Metrik@umanitoba.ca)