



Industrial Mechanics Applied Certificate

PLAR Candidate Guide

Prior Learning Assessment and Recognition (PLAR)

Copyright

No part of the work(s) contained herein may be reproduced or copied in any form or by any means – graphic, electronic, or mechanical, including photocopying, recording, taping of information and retrieval systems – without written consent of Saskatchewan Polytechnic.

Prior learning credit options at Saskatchewan Polytechnic

See [Get Credit for What you Know](#) for important information about all options to get credit for prior learning at Sask Polytech, including PLAR, transfer credit, Canadian Armed Forces credit, and equivalency credit.

How to navigate this document

This document contains links to other document sections or webpages. To return to where you were from another section in this document, press the *ALT* key and *left arrow* key at the same time. To return to this webpage from another webpage, close the other webpage or click back on the browser tab for this document.

Contents of this guide

This guide contains the following specific PLAR information and tools for this program

- A. [PLAR fees](#)
- B. [PLAR eligibility and options](#)
- C. [Dates when PLAR assessment is available](#)
- D. [Special directions for this program](#)
- E. [PLAR contact person](#)
- F. [Self-rating course outlines](#)

A. PLAR fees

Fees for PLAR challenges are set to cover our costs for consultation, assessment, and related administrative tasks. PLAR fees are non-refundable and non-transferrable.

The PLAR fees policy is subject to change for each new academic year. Please see the **Cost** section on the [PLAR webpage](#) for current fee information.

B. PLAR eligibility and options

To be eligible for PLAR for courses in this program, you must first apply for admission and be accepted into the program. You must also consult with the [PLAR contact person](#) and be approved for PLAR assessment.

Course prerequisites and corequisites

Some courses have one or more other courses that must be completed first (prerequisite) or at the same time (corequisite). See [course outlines](#) in this guide to identify any pre- or co-requisites for each course. Discuss with your [PLAR contact person](#) how to deal with courses with corequisites.

Block assessment

Some programs may assess a cluster of courses together in one block, which may save you time and effort. Ask the [PLAR contact person](#) whether there are any block assessment options in this program.

C. Dates when PLAR assessment is available

PLAR assessment for this program is available from Sept 1 to June 15 in each academic year.

All PLAR assessments must be completed by June 15 of each academic year.

D. Special directions for this program

Review the [PLAR process and FAQs](#) and the information in this guide.

Self-rate your learning for each course using the [Course Outlines](#) in this guide.

Consult with the [PLAR contact person](#) for PLAR approval. Be prepared to provide your resume, course self-ratings (see [section F](#)), and a partially completed [PLAR application](#). If you are approved for PLAR, the contact person will sign your PLAR application and explain next steps.

Apply for admission to the program. See [directions](#) for applying.

Register for PLAR at [Registration/Enrolment Services](#) once you have signed approval on your [PLAR Application Form](#). The PLAR fee will be added to your student account.

Finalize an assessment plan with your assigned assessor.

Complete assessment before your PLAR registration expires.

E. PLAR contact person

Contact one of the Program Heads below to arrange a consultation **after** you have read this guide and [general PLAR information](#) and rated yourself for each course (see next section). Consultation may be by phone, online, or in person. Be prepared to provide your resume, course self-ratings, and a partially completed [PLAR application](#). If agreement is reached to go ahead with PLAR, the contact person will sign approval on your PLAR application and explain the next steps. Admission to the program is required before you can register for PLAR.

Billy Lockhart, Program Head

Saskatchewan Polytechnic, Saskatoon Campus

Phone: 306 – 659 - 4218

Email: lockhartb@saskpolytech.ca

F. Self-rating course outlines

Clicking on a course code below opens a page where you can rate yourself on the knowledge and skills assessed for PLAR credit. For Arts & Sciences courses, clicking on the course code opens another PLAR guide. The [PLAR contact person](#) for this program will refer you to another person to discuss PLAR for courses delivered by Arts & Sciences or another program/department.

COURSE CODE	COURSE NAME	Delivered by another department/program
DRFT 113	Drafting and Blueprint Reading	Arts & Sciences
MATH 107	Trade Mathematics	Arts & Sciences
METL 105	Metallurgy	
RIGG 100	Rigging	
SAFE 106	Safety and Communication Techniques	
TOOL 114	Hand Threading Tools, Threads and Fasteners	
TOOL 115	Assembly and Measuring Tools	
TOOL 116	Power Tools	
TOOL 156	Lay-Out and Hand Cutting Tools	
WLDR 103	Welding and cutting	
WORK 117	Work Experience	

DRFT 113 - Drafting and Blueprint Reading

You will develop basic working drawings of small part assemblies by taking measurements, documenting relevant information, and developing sketches. You will construct parts and assemblies from your completed working drawings.

Credit unit(s): 2.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
Develop working sketches.				
Develop working drawings from sketches.				
Construct parts and assembly from working drawings.				

MATH 107 - Trade Mathematics

The course reviews basic mathematical concepts and introduces mathematical concepts that support applications in the Industrial Mechanics trade.

Credit unit(s): 2.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
Use basic mathematics.				
Use basic algebra.				
Perform trade calculations.				

METL 105 - Metallurgy

You will learn theory and practical application of metallurgy for steels. You will learn practical forging techniques.

Credit unit(s): 3.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
Describe metallurgy of steel.				
Identify steel manufacturing.				
Construct tools from steel.				
Construct projects.				

RIGG 100 - Rigging

You will learn applicable occupational health and safety (OH&S) regulations. You will learn rigging techniques, how to maintain equipment and calculate load estimations.

Credit unit(s): 2.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
Identify rigging equipment.				
Describe rigging techniques.				
Interpret OH&S Regulations.				
Apply rigging techniques.				
Maintain rigging equipment.				
Calculate load estimation.				

SAFE 106 - Safety and Communication Techniques

You will learn the theoretical and practical activities related to safety and communication in the workplace.

Credit unit(s): 2.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
Apply Occupational Health and Safety (OH&S) Regulations.				
Interpret OH&S Regulations.				
Interpret WHMIS 2015 procedures.				
Describe fire safety.				
Demonstrate knowledge of effective verbal and non-verbal communication practices.				

TOOL 114 - Hand Threading Tools, Threads and Fasteners

You will learn the theoretical and practical application of hand threading tools, threads, and fasteners.

Credit unit(s): 3.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
Describe types of hand threading tools.				
Describe use of hand threading tools.				
Construct projects with hand threading tools.				
Maintain hand threading tools.				
Identify thread types.				
Identify types of fasteners.				

TOOL 115 - Assembly and Measuring Tools

You will experience the theoretical and practical application of assembly and precision measuring tools.

Credit unit(s): 3.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
1. Identify precision measuring and assembly tools.				
2. Describe uses of precision measuring and assembly tools.				
3. Operate precision measuring.				
4. Maintain precision measuring tools.				

TOOL 116 - Power Tools

You will learn theory and practical operation of grinders, drills, and threading machines.

Credit unit(s): 4.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
Identify types of power tools.				
Describe use of power tools.				
Construct project with power tools.				
Maintain power tools.				
Identify threading systems.				

TOOL 156 - Lay-Out and Hand Cutting Tools

You will learn the theoretical and practical applications of lay-out tools and hand cutting tools.

Credit unit(s): 2.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
Identify types of layout tools and hand cutting tools.				
Describe use of layout tools and hand cutting tools.				
Maintain layout tools and hand cutting tools.				
Perform layout procedures.				
Construct projects with hand cutting tools.				

WLDR 103 - Welding and Cutting

You will study the basics of oxy-acetylene cutting and welding. You will learn to safely use and store material involved with these operations.

Credit unit(s): 2.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
Organize welding shop.				
Demonstrate oxy-acetylene cutting.				
Demonstrate oxy-acetylene welding.				

WORK 117 - Work Experience

You will participate in a work placement to further your understanding of workplace employer needs.

Credit unit(s): 0.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome			
Competent:	I can apply this outcome without direction or supervision.	Competent	Learning
Learning:	I am still learning skills and knowledge to apply this outcome.		
None:	I have no knowledge or experience related to this outcome.		
Demonstrate employability skills needed in the workplace.			
Apply technical and practical skills.			