

Recognition of Prior Learning Policy

Designation number	LC011	Title	Recognition of Prior Learning Policy
Current Version number	August 2020 v3	Review date	August 2021
Published on website	Yes	Related policies and/or procedures	Equality and Diversity Policy Data Protection Policy Complaints Policy Grievance Procedures
Relation to QAA requirements (parts of code covered)			
Informed by UK Quality Code – Core Practices for Quality			

Recognition of Prior Learning

1 The Award of Credit for Prior Learning

1.1 The College's provision for the Recognition of Prior Learning (RPL) seeks to ensure that applicants are admitted to the highest level of award for which they are qualified and for which they wish to apply, and that they are awarded the maximum amount of relevant credit to which they are entitled by virtue of their prior learning achievements. These principles apply equally to pre-entry, post-entry or credit transfer applications.

1.2 An applicant is entitled to claim credit in part fulfilment of an award in respect of relevant prior certificated learning (RPCL) and/or relevant prior experiential learning (RPEL).

1.3 All applications for the award of credit for prior learning must be made in accordance with the regulatory procedures for the Recognition of Prior Learning (RPL) for Credit.

1.4 The regulatory procedures are applicable to the recognition of prior learning when used:

- (i) To award credit in part fulfilment of a programme's requirements at the point of entry;
- (ii) For transfer between programmes of study, with credit awarded in part fulfilment of the newly-entered programme's requirements;
- (iii) Post-entry to a programme of study, with credit awarded in part fulfilment of that programme's requirements.

2 Direct Entry and Entry with Advanced Standing

2.1 Direct entry from another institution or following completion of a Foundation Degree or an HND/HNC:

Students may be admitted to a degree programme in one of the later stages, having already completed the equivalent of the earlier stage(s) on a different programme. They will be recorded as “exempt” from the earlier stage(s), and this exemption will be reported on each issue of the student’s Statement of Achievement, thereby signalling that the credit requirements for the stage(s) have been completed.

2.2 Entry with advanced standing: Entry with advanced standing applies where the previous study does not cover all the credit requirements for a stage. The credit equivalence of the modules that are not listed in the Award Template must be established and recorded through the College’s RPL procedure.

3 Level and Amount of Credit

3.1 An applicant for admission with advanced standing on the basis of prior certificated and/or experiential learning may be admitted to any point on a programme consistent with the credit awarded for prior learning. Professional, Statutory or Regulatory Bodies (PSRBs) may have additional requirements which must be met. However, for an applicant to be eligible for a College award at the first, intermediate or final stage of a programme, the maximum credit that may be awarded is as follows:

Award	Total credit required for award	Maximum credit available a RPL
Masters stage	180 Level 7	60
PG Diploma	120 Level 7	60
Undergraduate (Top-up award & HNC/D)		50% of the credits for the level

3.2 For undergraduate awards RPL is not available in respect of Independent Studies.

3.3 For postgraduate programmes RPL is not available in respect of Independent Scholarship, Independent Work-Based Professional Practice or for Independent Research into Practice

3.4 RPL focuses on assessment and awarding of credit for prior learning which may count as evidence towards:

- a unit accumulated towards a full qualification
- unit or units recognised by a Certificate of Achievement
- a full qualification.

4 RPL, Learning Outcomes and Learning Equivalence

4.1 Where advanced standing is sought in respect of one or more specific modules, prior learning achievements should relate directly to the learning outcomes of those modules. Credit for prior learning can only be awarded in respect of whole modules.

4.2 When assessing a claim for advanced standing based upon module equivalences, the claimant's previous certificated and experiential learning should be mapped directly to the learning outcomes of individual modules that comprise the programme.

4.3 When assessing a claim for advanced standing based on a whole stage(s) of a programme, the claimant's previous certificated and experiential learning should be mapped directly to the level/interim stage learning outcomes as stated in the programme specification.

4.4 The College will ensure:

- Learners are registered as soon as they formally start to gather evidence
- Records of assessment are maintained, as for any other unit/qualification
- Certification and claims are made according to normal procedures
- All relevant evidence is assessed before assessment decisions are confirmed
- There is designated personnel with the appropriate expertise to support and assure the RPL process

The End