

Recognition of Prior Learning (RPL) / Credit Transfer policy



Policy statement

Access Skills Training (AST) has a transparent, equitable and evidence-based process that provides advises students on RPL and Credit Transfer (CT) processes during the pre-training review

Purpose

To ensure that AST has processes to follow for Recognition of Prior Learning (RPL) and Credit Transfers that complies with: Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.8, 1.12, and 3.5; AST's Pre-Training Review procedure (QP6-008) and in line with the Pre-training Review summary form (QF6-008.1), Recognition of Prior Learning (RPL) / Credit Transfer Procedure (QP6-002), and Application for Recognition of Prior Learning (RPL) (QF6-002).

Definitions:

Credit Transfer (*Australian Qualifications Framework, 2nd Edition January 2013*):

A process that provides students with agreed and consistent credit outcomes for components of a qualification based on identified equivalence in content and learning outcomes between matched qualifications.

Recognition of Current Competency (RCC)

Recognition of current competency applies if a client has previously successfully completed the requirements for a unit of competency or module and is now required, (e.g. by a licensing authority) to be reassessed to ensure that the competence is being maintained. In this case no extra skill or competencies are nationally recognised.

Recognition of Prior Learning (RPL) (*User Guide for Standards for RTOs 2015*):

An assessment process that assesses the competency(s) of an individual that may have been acquired through formal, non-formal and informal learning to determine the extent to which that individual meets the requirements specified in the training package or VET accredited courses.

- a) formal learning refers to learning that takes place through a structured program of instruction and is linked to the attainment of an AQF qualification or statement of attainment (for example, a certificate, diploma or university degree)
- b) non-formal learning refers to learning that takes place through a structured program of instruction, but does not lead to the attainment of an AQF qualification or statement of attainment (for example, in house professional development programs conducted by a business), and
- c) informal learning refers to learning that results through experience of work-related, social, family, hobby or leisure activities (for example the acquisition of interpersonal skills developed through several years as a sales representative).

Policy

AST conducts Pre-training reviews which documents the existing skills, knowledge and experience of the student, and determines any relevant certification documentation the student may have. RPL, RCC, CT options are presented and explained to the students as a flexible opportunity to facilitate completion of the course in which they are seeking to undertake.

Credit Transfer/Recognition of qualifications from other Registered Training Organisations (RTO)

AST Is obliged to recognise the AQF qualifications and Statements of Attainments issued by any Registered Training Organisation (RTO) registered with a State/Territory/National Recognition Authority.

Certified copies of certificates and statements of attainment are required as evidence to recognise and acknowledge such prior learning and assessment.

AST is not obliged to issue a qualification or statement of attainment where the Units of Competency have been achieved wholly at other RTO/s