

HIGHER EDUCATION RECOGNITION OF PRIOR LEARNING POLICY

What is Recognition of Prior Learning (RPL)

Recognition of Prior Learning allows individuals to claim credit for experience and learning irrespective of how and where that learning took place. The EKC Group perceive a parity of the value of prior learning with learning through a formal programme of study. RPL can include Accreditation of Prior Learning (APL), Accreditation of Prior Certificated Learning (APCL) and Credit Transfer.

Key Principle

In the administration of RPL the HE programmes will be guided by the policies and principles of their relevant awarding bodies. Any application for RPL, APL, APCL or credit transfer will be considered in context with the awarding body regulations of the validating institution of the programme of study being undertaken by the relevant student.

Awarding body policy is published on each validating organisation web site. The Higher Education Quality Assurance and Enhancement Officer will be responsible for advising on the administration and application of the correct policy and procedures for each individual RPL application. The necessary work to be completed to achieve RPL will be undertaken by the Programme Director/Leader as it requires a judgement around validity, currency and level of knowledge/skills/experience against mapping of subject expectations as they stand within the qualification now being studied.

Administration of RPL

RPL is both student-centred and voluntary. Applications for RPL should be made by the student to their Programme Director/Leader. Students must speak to the Programme Director/Leader regarding any intention of using RPL at the application/interview stage.

Any student seeking to use RPL will be offered advice and guidance on the nature, range and complexity of evidence required to support a claim for credit through their awarding body. Such advice and guidance will be supplied by their Programme Director/Leader and the Higher Education Quality Assurance and Enhancement Officer.

Each student is responsible for the collection of evidence related to an RPL claim in the first instance. In addition following review by the awarding body, the student is responsible for completing any additional processes or procedures and for collecting any additional evidence required.

The RPL request will be assessed by the Programme Director/Leader who will consider the currency/relevance and level of the knowledge/skills/expertise being claimed against. If the claim is rejected, the student can appeal the judgement to the Head of Higher Education and Professional Learning.

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If the claim is approved to progress by the Programme Director/Leader, the Higher Education Quality Assurance and Enhancement Officer will discuss with the student and Programme Director/Leader the relevant rules and regulations that apply to their application. The Programme Director/Leader and Higher Education Quality Assurance and Enhancement Officer will complete an RPL report detailing the individual claim for RPL together with the evidence in support of the claim. The report will detail and use the relevant awarding body policy and procedures. The RPL report will be approved by the student before submission to the awarding body. It should be noted that some awarding bodies impose limits on the proportion of any given qualification that can be achieved with RPL, possibly with a cap on the mark.

It should be noted that if an RPL claim is refused by the awarding body the student is responsible for completing any additional study and assessment required to complete their award. Should they have received a discount on any tuition fee, due to the RPL claim, then refusal of that claim may result in additional costs for the student.

RPL Decision

The process for approval or refusal of RPL is dependent upon each awarding body. The responsibility for approval and the timing of such an RPL decision varies with each awarding body. The responsibility for an RPL decision may in some instances be given by the awarding body to EKC Group. Where this is the case the decision will be made by the Head of Higher Education and Professional Learning.

Following refusal of an RPL application the Programme Director/Leader will review the student's assessment requirement ensuring that they are advised of any additional assessment/learning requirements to successfully complete their programme.

Appeal

For University of Kent students, judgements are seen as an academic decision and therefore there is no right to appeal. Applicants can reapply with different evidence/requests but the first application will not be reconsidered.

For Pearson students, once the College processes have been exhausted, the student can appeal to Pearson following their appeals policy <https://qualifications.pearson.com/en/support/support-topics/understanding-our-qualifications/policies-for-centres-learners-and-employees.html>

Further information from Awarding Bodies

Students on University of Kent programmes can find more information and supporting documentation/templates in Annex R of the following <https://www.kent.ac.uk/teaching/qa/codes/index.html>

Students on Pearson programmes can find more information available here: https://qualifications.pearson.com/content/dam/pdf/Support/policies-for-centres-learners-and-employees/Recognition_of_prior_learning_and_process_policy.pdf

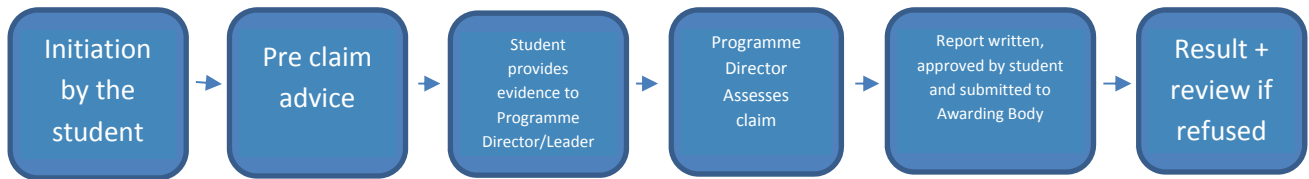
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RPL Process summary



Initiation

RPL is both student-centred and voluntary. The initial request for RPL must come from the student.

Pre claim

Any student seeking to use RPL will be offered advice and guidance on their awarding body regulations.

Assessment of claim

The claim is assessed by the Programme Director/Leader who will consider the currency/relevance and level of the knowledge/skills/expertise being claimed. If the claim is rejected, the student can appeal the judgement to the Head of Higher Education and Professional Learning.

Report

The Programme Director/Leader and the Higher Education Quality Assurance and Enhancement Officer will complete an RPL report detailing the individual claim based on the evidence supplied by the student. The RPL report will be passed to the student to approve prior to submission to the awarding body.

Submission to awarding body

Result

The process for approval or refusal of RPL is dependent upon each awarding body. (Responsibility for a decision may in some instances be given, by the awarding body to EKC Group)

Review

Following refusal of an RPL application the Programme Director/Leader will review the student's assessment requirements.

Appeal

If students wish to appeal against a decision made by in respect of their RPL application they should submit the appeal to the relevant awarding body authority.

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