

Policy:

(VET) Recognition of Prior Learning and Credit Transfer

Effective: 12 December 2018

Audience: Students and Staff

Policy Category: Academic
Policy Sub-category: VET

Key words:	vocational education and training, RPL, credit
Policy Owner:	DVC, Academic
Responsible Officer:	VET CEO
Review Date:	12 December 2021

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1 OBJECTS OF THE UNIVERSITY

The University's Objects are defined in Section 5 of its Act of Parliament:

The Objects of the University are:

- (a) the provision of university education, within a context of Catholic faith and values; and
- (b) the provision of an excellent standard of -
 - i. teaching, scholarship and research;
 - ii. training for the professions; and
 - iii. pastoral care for its students.

2 PURPOSE

- 2.1** This Policy describes principles underpinning assessment of Recognition of Prior Learning (RPL) and granting of Credit Transfer for Vocational Education and Training (VET) courses.

3 SCOPE

This Policy applies to all VET qualifications and Units of Competency offered by the University.

4 PRINCIPLES

- 4.1** The University recognises that RPL and Credit Transfer can support diverse and inclusive pathways to lifelong learning, formal qualifications and improved employment outcomes.
- 4.2** The University is committed to granting RPL and Credit Transfer in accordance with relevant regulatory and legislative requirements.
- 4.3** Students must apply for RPL and/or Credit Transfer using the University's published application form.
- 4.4** RPL and/or Credit Transfer is granted based on an application and assessment of the required evidence.
- 4.5** RPL assessment is conducted in accordance with the Principles of Assessment and Rules of Evidence, as detailed in the *Policy: (VET) Assessment*.
- 4.6** Assessment of an application for RPL will meet requirements of the relevant Training Package or accredited course.
- 4.7** Credit transfer is limited to cases where there is evidence that the student has completed, or received credit transfer or RPL for, the same Unit of Competency for which credit is sought.
- 4.8** Credit is only granted if it will not impair the integrity of the qualification, or contravene any conditions for the professional accreditation of the qualification.
- 4.9** Where a student applies for credit transfer from a vocational education qualification towards another vocational education qualification, and the Training Package identifies equivalent Units of Competency in the two qualifications, the equivalent Units of Competency are granted as credit transfer without the need for assessment.
- 4.10** RPL assessment attracts the same fee as for enrolling in the Unit/s of Competency for which RPL is sought, less any resource fee.
- 4.11** Applications for Credit Transfer do not attract fees.

- 4.12 A student may appeal an outcome of their application for RPL or Credit Transfer in writing to the Campus Registrar via the VET Manager (or equivalent).

5 ROLES AND RESPONSIBILITIES

- 5.1 **Assessors** have responsibility for assessing RPL and Credit Transfer applications in accordance with this Policy and the Procedure: RPL and Credit Transfer (VET).
- 5.2 **Administrative Officer** has responsibility for ensuring that relevant records of RPL and Credit Transfer applications, evidence, assessments, and outcomes are maintained on *Power Pro* and/or in the student file.
- 5.3 **Assistant Dean of Nursing; Program Coordinator (or equivalent)** have responsibility for ensuring that prospective students are given relevant information about RPL and Credit Transfer and for monitoring implementation of this Procedure.

6 RELATED DOCUMENTS

- 6.1 Policy: (VET) Assessment
- 6.2 Procedure: (VET) Assessment
- 6.3 Procedure: (VET) RPL and Credit Transfer
- 6.4 Australian Qualifications Framework (AQF) Pathways Policy
- 6.5 *Standards for Registered Training Organisations 2015*
- 6.6 *Procedure: (VET) Student Appeals*
- 6.7 Policy: *Students with a Disability*
- 6.8 VET Quality Framework at: <https://www.asqa.gov.au/about/australias-vet-sector/vet-quality-framework>
- 6.9 Australian Qualifications Framework and the AQF Qualifications Issuance Policy
- 6.10 Policy: *Application of the Australian Qualifications Framework Qualifications Issuance Policy within the VET Sector* (Endorsed by the former National Skills Standard Council (NSSC))

7 DEFINITIONS

- 5.1 For the purpose of this Policy, the following definitions apply:

AQF means Australian Qualifications Framework

Assessment means the process of collecting evidence and making judgements on whether competency has been achieved, to confirm that an individual can perform to the standard expected in the workplace, as specified in a Training Package or by the learning outcomes of a VET accredited course.

Training Package means a nationally endorsed, integrated set of competency standards, assessment guidelines and AQF qualifications for a specific industry, industry sector or enterprise.

VET means Vocational Education and Training

Version	Date of approval	Approved by	Amendment
1	12 December 2018	Vice Chancellor, following endorsement by Academic Council, 5 November 2018 and VETAS, 23 October 2018	Effective date – new Policy.