



THE UNIVERSITY OF  
**NOTRE DAME**  
A U S T R A L I A

# Policy:

## (VET) Credit

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Audience: staff, students

Policy Category: academic

Policy Sub-category: VET

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Policy Owner:	Deputy Vice Chancellor, International and Partnerships
Responsible Officer:	Director & COO, VET
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# 1 OBJECTS OF THE UNIVERSITY

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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

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- 2.1** This policy states the University's objectives and standards for granting credit for students' prior learning for Vocational Education and Training (VET) programs.

# 3 SCOPE

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

# 4 PRINCIPLES

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- 4.1** The University recognises that recognition of prior learning (RPL) and credit transfer can support diverse and inclusive pathways to lifelong learning, formal qualifications and improved employment outcomes.
- 4.2** The admission and credit processes and information about admission and credit provided to students and prospective students will be compliant with the following legislative requirements and standards:
- 4.2.1 the *Disability Discrimination Act 1992* (Cth) and *Disability Standards for Education 2005*
  - 4.2.2 *Standards for Registered Training Organisations (RTOs) 2015* relevant to admission and credit, namely:
    - Standard 1, clause 1.7 (determining support needs of individual learners)
    - Standard 1, clause 1.8 (assessment, including assessment for recognition of prior learning), and
    - Standard 5 (information that must be provided to learners before they start to receive educational services), and
  - 4.2.3 the AQF Qualification Pathways Policy in the *Australian Qualifications Framework 2013*.
- 4.3** The University will grant credit to students where evidence of their previous learning demonstrates that they have achieved all the competencies of a unit of competency.
- 4.4** RPL assessment is conducted in accordance with the Principles of Assessment and Rules of Evidence, as detailed in the *Procedure: (VET) Assessment*.
- 4.5** Assessment of an application for RPL will meet requirements of the relevant Training Package or accredited course.
- 4.6** 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.

- 4.7 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.
- 4.8 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.
- 4.9 The *Procedure: (VET) Credit* states the more detailed requirements for determining eligibility for credit toward vocational education and training programs.

## 5 ROLES AND RESPONSIBILITIES

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- 5.1 The *Procedure: (VET) Credit* states detailed roles and responsibilities for meeting the University's requirements for granting credit for students' prior learning for Vocational Education and Training (VET) programs.

## 6 RELATED DOCUMENTS

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- 6.1 *Procedure: (VET) Credit*
- 6.2 *Policy: VET Assessment*
- 6.3 *Procedure: (VET) Assessment*
- 6.4 Australian Qualifications Framework 2013
- 6.5 Australian Qualifications Framework (AQF) Pathways Policy
- 6.6 AQF Qualifications Issuance Policy
- 6.7 *Standards for Registered Training Organisations 2015*
- 6.8 *Procedure: (VET) Student Appeals*
- 6.9 *Policy: Students with a Disability*
- 6.10 VET Quality Framework at: <https://www.asqa.gov.au/about/australias-vet-sector/vet-quality-framework>

## 7 DEFINITIONS

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- 7.1 For the purpose of this Policy, the following definitions apply:
  - 7.1.1 **Accredited course** means a vocational education and training program, leading to a qualification that is not part of a training package, but has been accredited by the Australian Skills Quality Authority.
  - 7.1.2 **AQF** means Australian Qualifications Framework
  - 7.1.3 **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.
  - 7.1.4 **Competency** means consistent application of knowledge and skill to the standard of performance required in the workplace, including the ability to transfer and apply skills

and knowledge to new situations and environments.

- 7.1.5 **Credit transfer** means credit for the same version of the same unit of competency, completed at another Australian registered training organisation.
- 7.1.6 **Recognition of prior learning** means credit for an earlier version of the same unit of competency and/or prior on-the-job or other learning that is assessed as demonstrating all the competencies of a unit of competency.
- 7.1.7 **Training package** means a set of curricula endorsed by the Australian Industry Skills Committee or its delegate, to define the requirements of qualifications in relation to an industry. A training package comprises
- 7.1.7.1 a qualification or qualifications
  - 7.1.7.2 the units of competency required for each qualification or that may contribute to it, and
  - 7.1.7.3 the assessment requirements to assess whether students have achieved the competencies of each unit.
- 7.1.8 **Unit of competency** means a component of a training package or accredited course that specifies standards of performance required in the workplace and how these are to be assessed.

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.
2	29 November 2023	Vice Chancellor	Major amendments to update roles, principles and include references to relevant standards.