

HE Taught Award Regulations: Part B

Section: 8: Recognition of Prior Learning (RPL) Procedure

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REVISION HISTORY

Ver	Date	Author	Description
1.0	May 2014	Scott Smith	Initial approval
1.1	September 2017	Scott Smith	A change from Accreditation to Recognition of Prior Learning

APPROVAL

Ver	Committee	Date Approved	Comments
1.0	HEAB	14 May 2014	
1.1	ASDC	27 Sept 2017	Amendments approved

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B8.1 INTRODUCTION

This section of the regulations does not relate to the delivery of the University of Salford or Liverpool John Moores University degrees, you may access their regulations here:

- http://www.governance.salford.ac.uk/page/academic_handbook
- <https://www.ljmu.ac.uk/about-us/public-information/academic-quality-and-regulations>

B8: Recognition of Prior Learning has been produced following consideration of the Quality Assurance Agency's Quality Code Chapter B6: Assessment of Students and the Recognition of Prior Learning.

Recognition of Prior Learning (RPL) is the process for recognising previous learning that has taken place in informal, formal or non-formal contexts: for example, in the workplace and through life experiences. Once recognised through this process, prior learning can be used to gain credit or exemption for qualifications, and/or for personal and career development. This procedure sets out the way in which Blackpool and The Fylde College assesses RPL.

B8.2 PROCEDURES FOR THE AWARD OF RPL CREDIT

All applications should be submitted on the RPL Application Pro-forma found in Appendix A. Any application for RPL must be completed by the programme team and in most cases will involve close cooperation with the student. Applications must be considered prior to enrolment onto a programme. The stages of the process are identified in Appendix B.

If an application is rejected or partially approved a student may consider appealing against the decision through the College's Academic Appeals Procedure.

B8.3 EVIDENCE BASE

Documentation submitted in support of an application must map the RPL against the level and learning outcomes of the relevant modules.

The assessment of the application should take into account the following:

- Subject content and knowledge
- Volume of learning
- Level of learning
- Teaching, Learning and Assessment styles experience in prior certificated learning

The mapping exercise should include a matrix of module learning outcomes and must always include supporting evidence.

Where Recognition of Prior Certificated Learning (RPCL) is claimed a copy of the relevant certificate/transcript must be provided.

Where Recognition of Prior Experiential Learning (RPEL) is claimed independent, relevant evidence must be provided. Further details of valid experiential evidence can be found in the section A that supports this section.

All applications should be supported by the relevant external examiner and evidence of this support must to be included in with the application.

B8.4 RPL PANEL

The panel membership will be made up of:

- The HE Academic Registrar (Chair)
- The Learning and Scholarship Manager
- The Programme Leader for the relevant programme

Notes will be taken at the meeting by the Higher Education Development Coordinator (HEDC). Students will be informed by letter of the panel's decision by the HEDC within 10 working days of the date of the panel.

Appendix B8 - A – RPL Application Pro-forma

RECOGNITION OF PRIOR LEARNING APPLICATION

Applicant Name:		
Programme Details		
EBS code:		
Title:		
Total programme credits: <i>(e.g. Foundation degree 240)</i>		
Total number of RPL credits applied for:		
Modules for which RPL is recommended		
EBS Code and Module Title	Credit Value	Type (APEL/APCL/Both)

Supporting Evidence – please attach relevant module descriptors and supporting evidence showing the applicant has met the learning outcomes of the modules applied for. The evidence should include a matrix of module learning outcomes against the supporting evidence.

Please forward all applications to the [HE Academic Registrar](#).

-----Administrative use only-----

Panel Details	
Date:	
Chair:	
Signature:	
Panel Outcome:	
Comments	

RPL Process

