

Responsible Officer	Deputy Vice-Chancellor Education and Vice-President		
Contact Officer	Pro-Vice-Chancellor (Education) Director, Student Services and Systems		
Superseded Documents	Recognition of Prior Learning Policy v2.0 approved by the President and Vice-Chancellor on 21 August 2015		
Review	21 August 2018		
File Number	2016/08718		
Associated Documents	Recognition of Prior Learning (Coursework Programs) Procedure Admissions Policy Admission to Coursework Programs Procedure Admission to Higher Degree Research Programs Procedure Structure of Postgraduate Programs – Policy Structure of Postgraduate Programs – Procedure Structure of Undergraduate Programs – Policy Structure of Undergraduate Programs – Procedure Structure of Honours Programs – Policy Structure of Honours Programs – Procedure Program Level Learning Outcomes for Honours and Postgraduate Coursework Programs – Guideline		
Version	Authorisation	Approval Date	Effective Date
2.1	Administrative update by Head of Governance	18 February 2016	29 February 2016

1. Preamble

1.1 Purpose

The *Recognition of Prior Learning (Coursework Programs) Policy* (RPL Policy) outlines the principles and values that form the basis of UNSW's approach to recognising prior learning (RPL). The RPL Policy will assure a level of coherence and consistency in the application of RPL across UNSW.

2. Scope

This Policy applies to all undergraduate and postgraduate coursework programs for which RPL may be considered.

3. Definitions

A glossary of terms is provided in Appendix A of the *Recognition of Prior Learning (Coursework Programs) Procedure* (RPL Procedure).

4. Policy Statement

The University recognises that learning can be achieved in formal, non-formal and informal / workplace contexts.

Demonstrated prior learning may be used for admission to a program, and/or for credit or an exemption toward a program of study.

Prior learning will only be recognised where this learning is deemed by the University to be aligned with the program's entry requirements, educational objectives and learning outcomes.

4.1 RPL for admission to a program

Prior learning may be recognised for the purpose of admission to a program by demonstrating that the program entry requirements have been met. This involves the assessment of a student's prior learning for equivalence to the learning outcomes of the qualification specified as a requirement for admission to that program. This is often expressed in terms of a particular type or level of qualification.

4.2 RPL for credit and exemptions

Prior learning may be recognised for the purpose of granting credit or exemptions by demonstrating that part of the academic requirements of the program have been met. This involves assessment of a student's prior learning for equivalence to the learning outcomes of a course or courses in the program to which a student has been admitted, and results in the awarding of credit or an exemption.

Credit advances a student's progression through a program (advanced standing). Credit may be specified (expressed in terms of specific courses), unspecified (expressed in terms of units of credit) or block credit (expressed in terms of comparability to a stage or component of a program). An exemption waives the requirement to complete a specified course without reducing the overall units of credit of the program.

Prior learning will only be recognised for credit or exemptions when applied for and assessed in accordance with the RPL Procedure.

5. Legal and Policy Framework

This policy must be read in conjunction with the RPL Procedure and with reference to the following:

- Tertiary Education Quality and Standards Agency Act and the Higher Education Standards Framework (Threshold Standards);
- Australian Qualifications Framework; and
- Policies and procedures listed under Associated Documents.

6. Implementation

6.1 Roles and Responsibilities

Faculties are responsible for establishing RPL procedures, setting admission requirements and the criteria for determining RPL for individual programs, and approving and administering the recognition of prior learning within the framework set by existing UNSW policies and procedures. RPL arrangements for a program are approved by the Academic Board when a program is proposed or formally revised.

The Admissions Office (at time of admission) and Student Administration (following admission) are responsible for recording and applying RPL decisions by Program Authorities.

Faculties may also delegate responsibility for RPL decision-making to the Admissions Office or Student Administration where this can be based on clear criteria and precedents. Under such an arrangement, cases requiring individual academic judgment will be referred to the Program Authority.

6.2 Communication

Faculties are responsible for providing transparent and publicly available information on procedures relating to RPL in their specific disciplinary and organisational contexts. This information should be easily locatable and normally should be published on Faculty websites and the University Handbook. Faculties are responsible for ensuring information about RPL in University systems is accurate.

7. Review

This policy will be reviewed three years after approval.

Appendix A: History

Version	Authorised by	Approval Date	Effective Date	Sections modified
1.0	President and Vice-Chancellor	6 November 2013	6 November 2013	This is a new policy
2.0	President and Vice-Chancellor	21 August 2015	21 August 2015	Full review
2.1	Administrative update by Head of Governance	18 February 2016	29 February 2016	Administrative updates to senior team information.

Archived Document