

## RECOGNITION OF PRIOR LEARNING (RPL)

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### What is RPL?

Recognition of Prior Learning involves the assessment of previously unrecognised skills and knowledge an individual has achieved outside the formal education and training system. By removing the need for duplication of learning, RPL encourages an individual to continue upgrading their skills and knowledge through structured education and training towards formal qualifications and improved employment outcomes.

### What is involved to achieve RPL?

The candidate provides evidence of their skills and experience. Evidence must be accurate, valid, relevant and sufficient to demonstrate competence against the relevant qualification.

In order to recognise prior learning it is necessary to:

- Compare the informal or non-formal learning the individual has achieved against the learning outcomes or performance criteria of the course or qualification for which the student is using as a basis for seeking entry or the award of credit, and
- Determine appropriate evidence to support the claim of prior learning

The processes used to assess RPL applications may take several (not mutually exclusive) forms, for example:

- Assessment based on a portfolio of evidence;
- Direct observation of demonstration of skill or competence;
- Participation in exactly the same or modified versions of the assessment the student would be required to complete as part of the full course;
- Reflective papers, journals or portfolios that relate past learning to the learning or competency outcomes of the current course or qualification;
- Provision of examples of the student's work drawn from the workplace, social, community or other setting in which the student applies their learning, skill or competence;
- Testimonials of learning, skill or competence; and
- Combinations of any of the above



## **Evidence collection**

Evidence that can be submitted for RPL Assessment can take many forms. Types of evidence the candidate can submit for RPL Assessment:

- Testimonial references from colleagues, managers and peers
- Hard copy evidence of work you have completed that relates to the qualification (eg. copies of reports, letters, publications)
- Resume
- Training certificates or records from relevant training courses

## **What evidence is relevant?**

Evidence submitted must be relevant to the qualification and therefore must align to the criteria of each competency unit in your qualification. You are able to submit evidence from any areas of your life if it is relevant evidence, eg. involvement in community groups and clubs. It is also recommended that evidence submitted is no older than 5-7 years old.

