

POLICY AND PROCEDURE

RECOGNITION OF PRIOR LEARNING POLICY



INTRODUCTION

The Royal Life Saving Society is a Registered Training Organisation and as such is required to ensure individuals have the opportunity to have their prior skills and knowledge assessed and formally recognised.

Recognition of prior learning (RPL) is an “assessment” only pathway utilising the skills, knowledge and experience you’ve gained through study, training, work and life experience to gain a formal qualification. You should discuss this option with a trainer prior to enrolling in a course to determine if you can meet the requirements. If you are unable to meet all of the requirements during the RPL gap training may be provided.

A credit transfer is mutual recognition of a unit of competence or qualification that has been issued by another RTO.

It is necessary to draw a distinction between the Training Package Competencies and a Royal Life Saving award. A Royal Life Saving award does not by itself equate to achievement of competency from the Training Package. Where an individual holds a Royal Life Saving award it will be necessary for them to provide additional evidence to support their claim for Recognition of Prior Learning. It may also be necessary for them to undertake additional training or assessment activities to cover areas where the Royal Life Saving award does not completely match the training package competencies.

RPL

Royal Life Saving will provide individuals upon request with the opportunity to apply for and, if successful, be granted Recognition of Prior Learning for Units of Competence from its “Scope of Registration” as a Registered Training Organisation.

Royal Life Saving will provide individuals upon request with the required documentation to apply for Recognition of Prior Learning.

See individual course fees as these may vary and additional fees may be required for gap training. This will be discussed at the initial interview stage.

How will I be assessed?

There are a number of ways you can complete RPL such as:

- A discussion/interview with your assessor
- Workplace observations or scenarios
- A portfolio of evidence which may include
- A resume or duty statement
- 3rd party reports
- A product or resource you have developed
- Previous units of competence or qualifications you have completed

An assessor will look at all of the evidence and match it against a unit of competence or qualification.

Credit Transfer

Royal Life Saving will provide individuals upon request with the opportunity to apply for a credit transfer. Statement of attainment will be issued once a copy of the unit of competence has been received and verified. The statement of attainment must show the exact title and unit code for the credit transfer to be approved. If the title and unit code has been superseded and deemed not equivalent, gap training may be provided.