### A.2.3.10 Recognition of Prior Learning (RPL) also known as Accreditation of Prior Learning (APL) APCL / APEL

[a] The University’s provision for the Recognition of Prior Learning (RPL) seeks to ensure that students are admitted to the highest level of award for which they are qualified and for which they wish to apply and that they receive credit for their previous and demonstrable learning achievements. These principles apply equally to pre-entry, post-entry or credit transfer applications.

[b] An applicant can use both forms of RPL (certificated and experiential) to claim credit as part completion of an award.

[c] All applications for the transfer of credit using the RPL procedure must be made in accordance with the regulatory procedures for RPL for Exemption.

[c] All applications for the award of academic credit for experiential learning using the RPL procedure must be made in accordance with the regulatory procedures for RPL for Accreditation.

[d] The RPL procedures are applicable when used:

(i) To allow an applicant entry onto a course where they do not meet the formal entry requirements;

(ii) To award credit at the point of entry;

(iii) For transfer between courses/programmes of study;

(iv) Post-entry to a course/programme of study.

[e] The maximum amount of credit which can be transferred/awarded through RPL is outlined in Section 2.3.10.4

***A.2.3.10.1 RPL for Admission***

[a] The University may admit students on the basis of their prior experiential learning, provided that it is identifiable, relevant to the programme of study for which they are applying and provides sufficient evidence of their ability.

[b] The applicant is responsible for identifying their formal application to study at the University as a ‘RPL for Admission’ application.

***A.2.3.10.2 RPL for Exemption formally known as Accreditation of Prior Certified Learning (APCL)***

[a]Students are not expected to re-take modules for which they have gained equivalent credit elsewhere (certificated learning), provided that the credit is accepted as appropriate for the course to which they are transferring. Students may be given full or partial recognition of their prior learning..

[b] The applicant is responsible for identifying their formal application to study at the University as a ‘RPL for Exemption’ application.[c] Students may apply to transfer from courses of study within the University or from courses of other institutions on the basis of the relevant credit they have gained on those other courses.

[d] The proposed credits against which prior certificated learning is to be set must be formally recorded on an RPL exemption *form* which details the specific module exemptions under consideration and/or whether there is any exemption from entire levels. Credit may not be given for partial modules. This form must be signed by the relevant course leader. Where a student is given exemption for a module on the basis of certificated learning, this should be recorded as ‘exempt’ against the appropriate module and clearly indicated on the student’s record and any transcript(s) of performance.

**A2.3.10.3 RPL for Accreditation formally known as Accreditation of Prior Experiential Learning (APEL)**

[a] Students are not expected to take modules for which they have relevant prior experiential learning. RPL for Accreditation is a way of recognising, assessing and awarding students with credit for their knowledge, skills and experience; provided they can demonstrate that their existing knowledge and skills meet most of the course /module learning outcomes.

[b] The applicant is responsible for identifying their formal application to study at the University as a ‘RPL for Accreditation’ application.

[c] The applicant is responsible for completing the RPL for Accreditation form, for supplying supporting evidence and submitting the completed application to the relevant Course Leader. This evidence must be relevant, sufficient, authentic, and current and demonstrate the appropriate learning skills for the level of learning. Students may not use the same evidence to double count experiential learning, whether awarded by the University of South Wales or another institution, and the student must sign the RPL for Accreditation form to this effect.

[d] Course Leaders and Module Leaders are responsible for assisting applicants in preparing their RPL for Accreditation application and for assessing those claims. These two functions, however, must be clearly separated and handled independently.

[e] When assessing RPL for Accreditation the applicant’s prior learning should be mapped to the learning outcomes of either individual modules within the course or the level/interim stage learning outcomes as stated in the course specification.

*[f]* RPL for Accreditation applications are subject to the University’s normal assessment regulations and all credit awarded is provisional, until ratified by the subject assessment board..

[g] The proposed credits awarded for prior experiential learning must be formally recorded on an RPL for Accreditation form which details the specific module or credit exemptions under consideration, which marks, if any, will contribute to the grading or classification of the award and/or whether there is any exemption from entire levels. Credit may not be given for partial modules. The form must be signed by the Course Leader, the RPL Assessors and the student.

[h] Where a student is successfully awarded credit for experiential learning, the RPL for Accreditation form should be sent to the Student Administration Manager to allow the mark(s) to be recorded on the appropriate module(s) of the student’s record.

#### A.2.3.10.4 RPL credit limits

[a] The University has agreed maximum limits of credit which can be applied for under the RPL regulations which are outlined in the table below.

[b] **Transferred credit** is credit recognised under RPL for Exemption and is credit awarded and accredited by an institution or body other than the University of South Wales. This transferred credit is classified as prior certificated learning irrespective of whether the credit was obtained from taught modules or from accredited prior experiential learning approved by that institution or body. Transferred credit can only be used for awards listed in the table below. Marks are not allocated for transferred credit.

[c] **Experiential credit** is credit awarded under RPL for Accreditation (see column 2) by the University of South Wales and is classed as prior experiential learning. Marks may be allocated for experiential learning.

[d] **University of South Wales taught credit** (see column 3 in the table below) is credit achieved from taught University of South Wales modules including distance learning modules and work based modules.

[e] Grading of University of South Wales awards is based on marks achieved in University of South Wales credit (taught or experiential learning) only and subject to any additional restrictions in the table below.

[f] In some instances, Professional, Statutory or Regulatory Boards (PSRBs) may have additional requirements which must be met.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Award** | **Transferred credit /Experiential credit**  **(maximum)** | **University of South Wales taught credit (minimum)** | **Total credits required for award** | **Additional Restrictions** |
| CertHE | 60 | 60 at level 4 | 120 | CertHE is not graded when given as an exit award[[1]](#footnote-1) |
| DipHE | 120 | 120 with a minimum of 100 at level 5 | 240 | DipHE is not graded when given as an exit award[[2]](#footnote-2) |
| Bachelors degree | 240 | 60 at level 6 | 300 | Use as an exit award for bachelors degree with honours only, not graded |
| Bachelors degree with honours | 240 | 120 with a minimum of 100 at level 6 | 360 | Students with at least 60 level 5 and 120 level 6 University of South Wales credits obtained on the honours degree will be classified according to the standard regulations otherwise classification is based only on the 120 University of South Wales credits[[3]](#footnote-3) |
| BMus  (RWCMD only) | 300 | 180 at level 6 | 480 | Students with at least 90 level 5 and 180 level 6 University of South Wales credits obtained on the honours degree will be classified according to the standard BMus regulations otherwise classification is based only on the 180 University of South Wales credits |
| HNC | 60 | 60 at level 4 | 120 |  |
| HND | 120 | 120 with a minimum of 100 at level 5 | 240 |  |
| Foundation Degree | 120 | 120 with a minimum of 100 at level 5 | 240 |  |
| PcET | 60 | 60 level 5 | 120 |  |
| Integrated masters | 240 | 240 with a minimum of 100 at level 6 and 120 at level 7 | 480 |  |
| PgCert | 20 | 40 at level 7 | 60 |  |
| PgDip | 60 | 60 at level 7 | 120 |  |
| Masters | 120 | 60 at level 7 | 180 |  |
| Taught doctoral awards | 180 | 360 | 540 |  |

1. See A.2.9.9, Classification of Other Awards [↑](#footnote-ref-1)
2. See A.2.9.9, Classification of Other Awards [↑](#footnote-ref-2)
3. See A.2.9.5, The Classification of Honours Degrees [↑](#footnote-ref-3)