

RTO POLICY

Recognition of Prior Learning Policy

PURPOSE

The purpose of this document is to that student's previous learning and experience is recognised against the relevant competencies / qualifications being undertaken.

DEFINITIONS

Recognition of Prior Learning (RPL)

Recognition of Prior Learning, or RPL is the recognition of a Student's previous learning, work or life experience which relates to the current qualification and/or units of competency they are undertaking. This provided students the opportunity to gain credit for their current knowledge where relevant.

Credit Transfer

Credit Transfer is where a student has achieved competency in a unit with a previous RTO which is identical to the unit/s being undertaken by the student. A Statement of Attainment from the RTO , as well as confirmation is required in order for the credit transfer to be approved.

If the Student does not have evidence of their competency in a unit they have previously completed, an option of being re-assessed for the unit is also available.

POLICY

It is the Policy of Master Plumbers Association of SA Inc. that students are provided with the relevant information of Recognition of Prior Learning, as well as the opportunity to gain competency where applicable for their training.

MPA will ensure that:

- Students are provided with the relevant RPL information and forms necessary to apply for recognition
- Students are provided a fair and non-discriminative assessment, re-assessment or credit transfer

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- Students are provided with the relevant recognition once all assessment documentation has been completed, verified and has satisfied all competency requirements to standard
- Previous Qualifications / Units of Competency are verified by sighting original documentation, or with written confirmation from the previous Registered Training Organisation
- Students are provided with an opportunity to appeal a non approval of recognition of prior learning should the student feel that assessment result was unfair, biased or discriminative

PROCESS

The process for Students applying for Recognition of Prior Learning / Credit Transfer is:

- An RPL or Credit Transfer is completed by the Student (available from www.mpasa.com.au, or by request)
- Any supporting documentation or evidence required is provided by the student to MPA
- A meeting is arranged and assessment is carried out by certified trainer (RPL Only)
- Observation / Demonstration is carried out
- The trainer will assess and determine if the Student meets the unit / qualification criteria and has provided all o f the required evidence
- The assessor is assured that the assessment evidence demonstrates current competency. This requires the assessment evidence to be from the present or the very recent past.
- Should all areas of RPL / Credit Transfer be met, the Student will then be provided with the documentation to confirm their competency in the qualification / unit of competency

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Revision Record

Date	Version	Revision
17/2/2013	1.0	Document created in order to comply with RTO requirements for Recognition of Prior Learning
27/3/2014	2.0	Minor template updates
1/5/2015	3.0	Changes to incorporate new RTO Standards 2015 and company name change
18/10/2015	4.0	Addition of definitions of RPL / CT