

# RECOGNITION OF PRIOR LEARNING (RPL) POLICY

## 1. WHAT IS RPL?

RPL is specific to VET students and is the process by which your existing skills, knowledge and experience gained throughout your life – regardless of how they have been acquired – are recognised towards the achievement of a nationally recognised qualification or competency.

## 2. WHAT CAN I GET FROM RPL?

RPL can result in the awarding of nationally recognised qualifications or group of competencies (i.e. for part of a qualification rather than a whole qualification).

## 3. BRIEF OVERVIEW OF SKILLS RECOGNITION – RECOGNITION OF PRIOR LEARNING

Hospitality Group Training recognises that knowledge, skills and competencies can be gained in a variety of ways; through formal education as well as training, workplace experience or general life experience.

## 4. WHAT IS SKILLS RECOGNITION?

Skills Recognition is the process through which students can gain entry to, or credit in, nationally recognised qualification courses based on competencies gained through formal, non-formal and informal learning.

The two most common methods for gaining skills recognition are:

1. Credit Transfer (CT)
2. Recognition of Prior Learning (RPL)

## 5. CREDIT TRANSFER (CT)

Credit Transfer or CT assesses the initial course, subject or unit of competence that an individual is using to claim access to, or the award of credit in, the destination course to determine the extent to which it is equivalent to the required learning outcomes, competency outcomes, or standards in a qualification. Units to be considered for credit transfer will correspond substantially in content, objectives and standard to equivalent units in the Institute course.

## 6. RECOGNITION OF PRIOR LEARNING (RPL)

The benefits of RPL may be the reduced time a student has to spend attending class, undertaking assessments or relearning what they already know. The evidence the applicant provides must be authentic (something they have prepared, produced or has been written about them by a relevant third party), and must be sufficient to demonstrate competence against the unit/s of competence. The applicant must also be able to demonstrate that this evidence is still current and relevant.

This may be through a variety of means such as a portfolio of evidence, questions and discussions, written answers, or a practical demonstration.

The evidence of these skills and knowledge may be used to grant credit for a subject, module, course or qualification.

## RECOGNITION OF PRIOR LEARNING (RPL) POLICY

In order to grant RPL the Assessor must be confident that the student is currently competent against the endorsed industry or enterprise competency standards or outcomes specified in Australian Qualification Framework accredited courses.

Your Assessor will assess your application/evidence based on the following:

### Is it Authentic?

- Is the evidence your own work?
- Are the qualifications, references and licences presented by you; authentic documents?

### Is it Current?

- Does the evidence show that you can currently perform the competence while working?
- Does the evidence demonstrate that through professional development, experience or continued employment that your skills and knowledge are current?

### Is it Sufficient?

- Does the evidence cover the full range of performance identified in the unit of competency?
- Does the evidence show competence over a period of time?
- Does the evidence show competence in a range of contexts?

### Is it Valid?

- Does the evidence relate to a unit of competence?
- Does the evidence reflect the four dimensions of competency?
- Does the evidence address the key competencies?

If you believe you qualify for the RPL process, please discuss with your training consultant or a member of the HGT training team for further details. 08 9481 1602.