



# Recognition of Prior Learning Policy

Version Control				
Version	Author	Date	Changes	Review Date
1.1	E Merrick	06/09/2022	Policy creation	06/09/2023
1.2	D Priestley	05/10/2023	Policy review	05/10/2024
1.3	D Priestley	05/10/2024	Policy review	05/10/2025

# Recognition of Prior Learning Policy

## Policy statement

To ensure all learners have a meaningful, quality experience throughout their training; Aim2learn Ltd (A2L) will ensure they are provided with advice, guidance and support to achieve the outcomes of their chosen program of study within the rules and guidance of Awarding Bodies and in compliance with regulatory requirements. Recognising prior learning will ensure avoidance of repetition and assessment throughout the learning journey.

## Policy scope

Recognition of prior learning will be effective across all Awarding Bodies and qualifications that are offered by A2L. However, it is recognised that where a candidate must be assessed by external examination this will take precedence and the learner must act in compliance with all external regulations, assessments and examination practices as specified by the relevant Awarding Body.

## Definition of 'recognition of prior learning' [RPL]

For the purpose of this policy, RPL shall be defined as:

'Assessment that considers whether learners can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they already possess and so not need to develop through a course of learning.'

*Regulatory arrangements for the Qualifications and Credit Framework (Ofqual/08/3726)*

Recognition of achievement may be acquired from a range of activities using appropriate assessment methods. Providing the assessment criteria of a unit or qualification have been met, the use of RPL is acceptable for accrediting a unit, units or a whole qualification. Evidence of learning must be:

- Valid
- Relevant
- Authenticated

## Use of RPL

The application of RPL will be useful for learners who do not possess formal qualifications, who are in employment, preparing to enter employment or who are seeking employability status. RPL is especially useful for learners who have not had prior learning formally recognised\*

**\* A learner with certificated learning must apply for exemption, not RPL.**

## RPL in practice

- The process of assessing prior learning, procedures for authentication of prior learning and decisions taken on the validity and quality of prior learning must be transparent, rigorous, reliable and fair.
- Advice, guidance and support must be given to learners wishing to claim for credit via RPL. This must include the nature and range of evidence appropriate to make a claim and the mechanisms for so doing.
- Assessment for recognition of RPL will be subject to the same strictures of quality that apply to other methods of assessment and be able to evidence fitness for purpose and relevance to learning.
- Evidence produced by the learner [RPL] must meet the assessment standard of the unit [qualification] specification.
- The assessment strategy for each unit / qualification must be adhered to at all times.
- Credit may be claimed for any unit through RPL unless assessments requirements do not allow this. e.g. External examination / assessment.
- RPL may be of use and value for learners transferring across different programs who have relevant learning and experience but do not hold specific credits, units or certification. E.g. transfer from NQF to QCF frameworks.
- RPL may count as evidence towards:
  - Part of a unit towards accumulated credit under the QCF framework
  - A unit or units recognised by Awarding Body
  - A full qualification [dependant on Awarding Body regulation/compliance]
- A2L will ensure that all learners are registered on commencement of evidence compilation [for RPL]
- Records of assessment will be maintained as for all units of assessment and qualification.
- Certification and claims will be made as per usual procedures.
- Relevant evidence will be rigorously assessed and authenticated prior to confirmation of assessment decisions.
- Designated personnel will evidence appropriate expertise to support and validate the RPL process.