

Recognition of Prior Learning (RPL) Policy

Issue: 2



Issue Date: January 2021

Review Date: January 2022

Recognition of Prior Learning

Policy Introduction

If you already have qualifications or evidence of prior learning, you may receive recognition and thereby gain credit for similar areas of study in the course you are enrolling on. This is known as Recognition of Prior Learning (RPL).

You may apply for RPL by presenting evidence of how learning outcomes from earlier qualifications match those in the current course or by some other means of demonstrating your current knowledge. This document is designed to help you understand the RPL process and how you may apply.

Prior learning may be demonstrated from recognised qualifications, or experience gathered through working. There are various ways in which the evidence may be presented and they may include previous qualifications, a one-to-one discussion, witness testimony or a practical skills test.

Applying for RPL is a voluntary process and as part of our commitment to quality assurance, SIRM seeks to provide learners with guidance and support to help them achieve their learning and development goals while meeting any regulatory requirements.

Please note that our decision must be verified by our awarding body, where applicable. The process of RPL will have the same monitoring and quality checks as any other form of assessment (test, observation etc.), by both us and the awarding body.

If you achieve a unit through RPL it will have the same recognition as a unit achieved as part of a study programme. RPL can be used for any QCF/RQF unit unless the 'assessment requirements' do not allow for this, providing you have suitable evidence that relates to the area of learning.

Scope of Qualifications for RPL

This policy applies to all SIRM courses and where the awarding body allows, RPL must also be approved by them.

Policy Statement

Our policies are reviewed on a yearly basis to ensure that they meet current industry standards and guidelines. This policy is about prior learning and recommends ways a learner can meet any requirements and thereby avoid repetition of learning and assessment. We recognise that knowledge and skills may be acquired from a wide range of learning experiences, both formal and informal and saves time and money by avoiding duplication of learning. SIRM's Recognition of Prior Learning (RPL) includes any methods of assessment which may demonstrate learners can meet the assessment requirements for a unit through knowledge, understanding or skills they already possess and so not need to develop further. RPL must show that all learning outcomes of a unit or qualification have been met before accreditation may be granted. Evidence of learning must be deemed to be current, valid and reliable.

Key Points of RPL Policy

- RPL is a valid method of enabling individuals to claim credit for units, regardless of how their learning was achieved.
- RPL has tended to occur mainly around enrolment time, though it can occur at any point during training should it become evident that assessment for relevant prior learning may be appropriate.
- RPL can be used where a learner has not had their prior learning formally recognised.
- Our RPL process and decisions arising from the process should be transparent, rigorous, reliable, fair and accessible.
- RPL is a voluntary process. If you wish to apply, we will offer you advice and guidance on the range of evidence required to support a claim for credit through RPL.
- Our RPL process is subject to the same quality assurance and monitoring standards as any other form of assessment.
- Any decisions made by SIRM for RPL must be approved by the awarding body for that qualification.
- In assessing a unit using RPL the assessor must be satisfied that the evidence produced by the learner meets the assessment standard established by the learning outcome and its related assessment criteria.

Terminology

SIRM uses the term Recognition of Prior Learning (RPL) in connection with the QCF qualifications it offers. RPL policies may be referred to by other terms as listed below:

Accreditation of Prior Learning (APL)

Accreditation of Prior Experiential Learning (APEL)

Accreditation of Prior Achievement (APA)

Accreditation of Prior Learning and Achievement (APLA)

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Pearson RQF (Recognition of Prior Learning Mapping)

HNC in Business: Unit Mapping Overview

P – Partial mapping (some topics from the old unit appear in the new unit)

X – Full mapping + new (all the topics from the old unit appear in the new unit, but new unit also contains new topic(s))

N – New unit

Unit no.	Unit title New RQF HN programme	Maps to unit number on existing QCF HN programme	Level of similarity between units
1	Business and the Business Environment	1	P
		4	P
2	Marketing Essentials	4	P
		19	P
3	Human Resource Management	21	P
		22	P
		23	P
		24	P
		14	P
4	Management and Operations	34	P
		3	P
5	Management Accounting	9	P
		11	P
		50	P
6	Managing a Successful Business Project	6	P
		8	P
		42	P
		48	P
8	Innovation and Commercialisation	4	P
		26	P
9	Entrepreneurship and Small Business Management		N