

RECOGNITION OF PRIOR LEARNING POLICY



Recognition of Prior Learning Policy

Scope of the Policy

This policy is provided for Protutorial customers, learners, and staff members who are using or delivering qualifications offered by Protutorial.

Review Arrangements

Protutorial will review this policy annually in line with self-assessment arrangements. This policy will also be revised as and when necessary, in response to customer and learner feedback or good practice guidance issued by an awarding organisation or other regulatory body.

Location of the Policy

This policy is available for all staff members, third parties, and learners to access via the Protutorial website. Protutorial will also ensure that the policy is available in alternative formats, such as large print and audio, to accommodate diverse learner and staff needs.

Communication of the Policy

Each staff member involved in the management, delivery, assessment, and quality assurance of qualifications offered by Protutorial shall be made aware of this policy during their induction period of employment.

Learners undertaking Protutorial qualifications shall be informed of this policy during their induction process.

Policy Statement

Protutorial acknowledges Recognition of Prior Learning (RPL) as a valid method of assessment. RPL assesses whether learners can demonstrate their ability to meet the assessment requirements for a unit through existing knowledge, understanding, and skills, thus exempting them from undergoing a course of learning for that particular unit.

Protutorial recognises that RPL can encompass various methodologies for assessing prior learning, provided that the evidence presented is valid and reliable.

Statement of Principles and Terminology

RPL may be referred to using different terms such as Accreditation of Prior Learning (APL), Accreditation of Prior Experiential Learning (APEL), Accreditation of Prior Achievement (APA), or Accreditation of Prior Learning and Achievement (APLA). These terms describe similar processes, with most aligning with the concept of Recognition of Prior Learning (RPL) within the context of Protutorial's qualifications.

When to use RPL

RPL is acceptable for accrediting units or entire qualifications if the assessment requirements have been met through prior learning. Prior learning can be acquired from various life experiences, including but not limited to education, work-related activities, or community involvement.

Principles

RPL is treated with the same rigor and quality assurance standards as other forms of assessment within Protutorial.

Assessment of RPL Evidence

Assessment methods for RPL must be rigorous, fit for purpose, and directly relate to the evidence of prior learning. The evidence must meet the validity, currency, sufficiency, authenticity, and reliability criteria outlined by Protutorial.

RPL requests will be evaluated at the discretion of the Directors of Protutorial, with the final decision resting with the awarding organisation.

Any fees associated with RPL requests will be borne by the learner making the request.

This policy applies to all learners enrolled in Protutorial qualifications, subject to the specific requirements of the awarding organisation governing each qualification.

Version Control

Version	Author	Date	Changes or comments
1.0	Natalie Willetts	12.03.2024	Approved policy agreed