

## Recognition of Prior Learning (RPL)

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RPL refers to the practice of receiving applications for credit towards qualifications offered by Literacy Aotearoa for formal or informal learning obtained elsewhere, and determining the suitability of the evidence received to warrant the award of credit towards a qualification awarded by Literacy Aotearoa. RPL can be obtained through the following methods:

- **Assessment of Prior Learning (APL)**

Formally acknowledges the value of a Trainee tutor's prior learning, whether formal or informal, by assessing that prior learning for the purpose of considering the granting of credit towards a unit of learning, course or programme in which a trainee tutor wishes to enrol.

- **Cross Credit (CC)**

Application towards one qualification of credit gained for another qualification at the same institution

- **Credit Transfer (CT) – including Achieved at Another Provider (AAP)**

Credit for a course where the exact same course has been completed at another provider. The course may be a local course or a NQF standard. Formal evidence must be provided by the trainee tutor to indicate that they hold the relevant result. NB: If the other provider's course outcomes do not exactly match Literacy Aotearoa course learning outcomes, the application is to be treated as an Assessment of Prior Learning.

- **Recognition of informal learning**

Recognition of informal learning is where we look at your existing skills and knowledge gained through independent study, informal learning and work experience. Where possible, we will recognise this learning as being equivalent to that taught in a formal education setting. We'll use this to award credit towards a qualification.

### *How to apply for RPL*

The RPL process includes an assessment of your skills and knowledge against the outcomes of the relevant course.

Trainee tutors who wish to apply for RPL will have to submit an application with a portfolio of evidence to demonstrate meeting the required learning outcomes established for the course.

Types of evidence that can be provided for RPL include:

- Formal awarded qualification
- Academic transcripts
- Course documents
- Assessed work
- Evidence of current competency
- Letters of attestation from verified sources
- Certificates of attendance
- Certificates of professional development
- Learning hours from incomplete courses

Trainee tutors will be required to pay a fee for all RPL applications and should submit their applications no later than two weeks before the commencement of the Programme.