Appendix 1 – RPL Flowchart

ADVANCED STANDING (AS)

for entry to programme

Complete Form and present with application to Admissions

.

Documentation checked by Admissions and Programme Leader (or designate)

Decision made
Outcome noted on form

Report to RPL Panel for noting

Decision recorded in SITS (if credit awarded)

RECOGNITION PRIOR CERTIFICATED LEARNING (RPCL)

for gaining credit/module(s) exemption

Complete Form Present with certificates,learning outcomes and other evidence to Programme Leader (or designate)

Match against SCQF, NARIC etc Identify if specific / general credit

Decision made.

Outcome noted on form

Recommendation to RPL Panel for noting

Decision recorded in SITS.

Credit awarded

RECOGNITION OF PRIOR EXPERIENTIAL LEARNING (RPEL)

Initial guidance on process (by RPL panel divisional rep or designate)

Submit RPEL or RPCL form (Stage 1 only) to Programme Leader and RPL Panel divisional rep

Reviewed by RPL Panel

RPL Panel agree Stage 1 claim allocate a supporter and agreed timeline for submission

Return to student with advice

RPL Panel disagree stage 1 claim

RPL FEE CHARGED

Submit Stage 2 assessment or portfolio of evidence

Assessed by subject rep / RPL panel member

Recommendation to RPL Panel

Decision recorded in SITS

Credit awarded

Return to student with advice and resubmission date

RPL Panel disagree stage 2 claim

RPL Panel agree claim