

Policy Name	Recognition of Prior Learning Policy
Department	Quality
Created by (Job Title)	Director Quality, Performance & Standards
Date Reviewed	July 2015
Date of Next Review	July 2018
Pathway	https://staffnet.bedford.ac.uk/highereducation
E & D Policy Disclaimer	<p>This policy has been reviewed in line with the Equality Act 2010 which recognises the following categories of individual as Protected Characteristics: Age, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion and Belief, Sex (gender), Sexual orientation and Disability. We will continue to monitor this policy and to ensure that it has equal access and does not discriminate against anyone, especially any person/s listed under any protected characteristic.</p> <p>(For the E&D statement to be included the policy must be reviewed using the Equality Impact Assessment process as outlined on staff intranet https://staffnet.bedford.ac.uk/equdiv/Pages/Policies-and-Procedures.aspx)</p>

Recognition of Prior Learning Policy Statement

The College has three core values that underpin everything we do.

- **Student Focus** – we will seek to achieve a high quality learning experience for every student
- **High Performance** – we will strive for consistently high levels of performance in all aspects of our work
- **Respect, Openness and Honesty** – we will treat everyone with respect; be open and honest, and value each other's contribution and achievements.

This policy applies to all Pearson HNC/ HND qualifications.

Recognition of Prior Learning (RPL) is a method of 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 do not need to develop through a course of learning.¹

Our approach to the Recognition of Prior Learning (RPL) should be consistent with our three core values and also maintain the assessment integrity of any qualification for which RPL is being claimed.

Amplification

The use of RPL is of particular value to learners without formal qualifications, who are either in employment, preparing to enter, or returning to employment. It enables them to gain all or part of a qualification without having to undertake a formal learning programme.

Characteristics of RPL evidence:

We are open to accepting a wide range of evidence sources for RPL provided that the **SCAR** principle applies. Evidence should be

- **Sufficient** – to demonstrate competence
- **Current** – how recent the experience is can be a factor in its relevance
- **Authentic** – some evidence may require endorsement from third parties
- **Relevant** – the requirements of a particular qualification will act as a determining factor in identifying a suitable evidence base

As a part of our Initial Advice and Guidance, Interview and Enrolment procedures the College expects its staff to take into account the experience

¹ Regulatory arrangement for the Qualifications & Credit Framework (Ofqual/08/3726)

and knowledge prospective students have gained from outside the formal education and training system.

RPL may count as evidence towards:

- A unit accumulated towards the HNC/D qualification
- A unit/s recognised by a Pearson Certificate of Achievement of a full Pearson qualification.

All evidence must be evaluated using the stipulated learning outcomes and assessment criteria. The assessor must be satisfied that the evidence produced by the learner meets the assessment standard for that qualification.

Although possible to claim for an entire qualification through RPL, this is not the normal practice as it would be unusual for a learner to be able to offer prior achievement that completely matches every aspect of a qualification's assessment requirements. This prior achievement will vary from sector to sector taking into account the extent of experience and technological changes.

Evidence assessed must be sufficient to meet all the learning outcomes of a unit, partial achievement is not possible.

Awarding Body considerations:

Any evidence relating to RPL which is provided prior to the candidate's registration and which may affect assessment planning must be presented to the relevant External Verifier to ensure that the evidence provides adequate proof of the candidate's competence. The RPL process must comply with the Pearson Policy and Process.²

Reviewed July 2015

² http://qualifications.pearson.com/content/dam/pdf/Support/policies-for-centres-learners-and-employees/Recognition_of_prior_learning_and_process_policy_2015.pdf