**1. Preamble**

**1.1 Purpose**

The *Recognition of Prior Learning (Coursework Programs) Policy* (RPL Policy) outlines the principles and values that form the basis of UNSW’s approach to recognising prior learning (RPL). The RPL Policy will assure a level of coherence and consistency in the application of RPL across UNSW.

**2. Scope**

This Policy applies to all undergraduate and postgraduate coursework programs for which RPL may be considered.

**3. Definitions**

A glossary of terms is provided in Appendix A of the *Recognition of Prior Learning (Coursework Programs) Procedure* (RPL Procedure).

**4. Policy Statement**

The University recognises that learning can be achieved in formal, non-formal and informal / workplace contexts.

Demonstrated prior learning may be used for admission to a program, and/or for credit or an exemption toward a program of study.

Prior learning will only be recognised where this learning is deemed by the University to be aligned with the program’s entry requirements, educational objectives and learning outcomes.

**4.1 RPL for admission to a program**

Prior learning may be recognised for the purpose of admission to a program by demonstrating that the program entry requirements have been met. This involves the assessment of a student’s prior learning for equivalence to the learning outcomes of the qualification specified as a requirement for admission to that program. This is often expressed in terms of a particular type or level of qualification.
4.2 RPL for credit and exemptions

Prior learning may be recognised for the purpose of granting credit or exemptions by demonstrating that part of the academic requirements of the program have been met. This involves assessment of a student’s prior learning for equivalence to the learning outcomes of a course or courses in the program to which a student has been admitted, and results in the awarding of credit or an exemption.

Credit advances a student’s progression through a program (advanced standing). Credit may be specified (expressed in terms of specific courses), unspecified (expressed in terms of units of credit) or block credit (expressed in terms of comparability to a stage or component of a program). An exemption waives the requirement to complete a specified course without reducing the overall units of credit of the program.

Prior learning will only be recognised for credit or exemptions when applied for and assessed in accordance with the RPL Procedure.

5. Legal and Policy Framework

This policy must be read in conjunction with the RPL Procedure and with reference to the following:

- Tertiary Education Quality and Standards Agency Act and the Higher Education Standards Framework (Threshold Standards);
- Australian Qualifications Framework; and
- Policies and procedures listed under Associated Documents.

6. Implementation

6.1 Roles and Responsibilities

Faculties are responsible for establishing RPL procedures, setting admission requirements and the criteria for determining RPL for individual programs, and approving and administering the recognition of prior learning within the framework set by existing UNSW policies and procedures. RPL arrangements for a program are approved by the Academic Board when a program is proposed or formally revised.

The Admissions Office (at time of admission) and Student Administration (following admission) are responsible for recording and applying RPL decisions by Program Authorities.

Faculties may also delegate responsibility for RPL decision-making to the Admissions Office or Student Administration where this can be based on clear criteria and precedents. Under such an arrangement, cases requiring individual academic judgment will be referred to the Program Authority.

6.2 Communication

Faculties are responsible for providing transparent and publicly available information on procedures relating to RPL in their specific disciplinary and organisational contexts. This information should be easily locatable and normally should be published on Faculty websites and the University Handbook. Faculties are responsible for ensuring information about RPL in University systems is accurate.

7. Review

This policy will be reviewed three years after approval.
## Appendix A: History

<table>
<thead>
<tr>
<th>Version</th>
<th>Authorised by</th>
<th>Approval Date</th>
<th>Effective Date</th>
<th>Sections modified</th>
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<tbody>
<tr>
<td>1.0</td>
<td>President and Vice-Chancellor</td>
<td>6 November 2013</td>
<td>6 November 2013</td>
<td>This is a new policy</td>
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<tr>
<td>2.0</td>
<td>President and Vice-Chancellor</td>
<td>21 August 2015</td>
<td>21 August 2015</td>
<td>Full review</td>
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<tr>
<td>2.1</td>
<td>Administrative update by Head of Governance</td>
<td>18 February 2016</td>
<td>29 February 2016</td>
<td>Administrative updates to senior team information.</td>
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