



Nature Care College

Recognition of Prior Learning Guide and Application Form

The purpose of Recognition of Prior Learning (RPL) is to allow a person's education, training, knowledge and skills to be assessed and reviewed. If successful, academic credit will be awarded toward a Nature Care College qualification. RPL is the most common pathway used for students who have successfully completed studies elsewhere (through formal or informal education, training or experience), and are seeking credit from Nature Care College for a particular subject/s in a Course Program.

Students who wish to apply for Recognition of Prior Learning (RPL) are encouraged and welcome to complete the attached application form.

If you apply for RPL for a subject within a Course Program, Nature Care College needs to be able to assess three criteria in your application:

- (1) the level of learning
- (2) the quality of the learning and
- (3) the currency of the learning.

That is, we are applying a recognition process that compares the skills and knowledge that has been learned against the current learning outcomes of subjects within our courses.

Advantages of seeking RPL:

- Allows you to complete formal education studies in a shorter period of time
- The elimination or reduction of duplication in learning already acquired
- All credited subjects will be included on your Academic Transcript
- Increasing career and education options through mobility of training and credentials
- A cost reduction in education/training

All subjects are available to apply for Recognition of Prior Learning with the exception of some Clinical Practice subjects.

How to Proceed

Review and assess the Nature Care College Course Outline, Subject Outlines & Learning Outcomes that you are seeking RPL for. The purpose of this is to provide assurance to yourself that you will be academically able to fulfil the balance of the studies within the Course Program you wish to enrol into.

You now have decisions to make:

- Do I have the skills and knowledge to match the learning outcomes for the subject?
- Could I produce enough evidence for complete recognition?
- Am I confident enough to pass a challenge exam or complete any required tasks?
- If the answer is yes then it is time to submit your application.
- Applications need to be submitted **four weeks** prior to the commencement of the subject for which RPL is being sought.

RPL Application Requirements

You need to have sufficient evidence to demonstrate your ability to meet the learning outcomes. This evidence must be current, i.e. not more than ten years old.

For RPL for formal studies, documentation submitted with the application must include the additional following documentation:

- Certified copies of all academic transcripts/record of results
- The qualification outline or description for the qualification seeking credit
- The subject outline/unit of study outline and learning outcomes the applicant is seeking credit for

Other examples of evidence you may wish to include to support your RPL application:

- Detailed curriculum vitae
- Statements of Attainment
- Details of clinical experience
- Third party reports – examples of third party evidence include - written statements from managers, supervisors, previous or current employers, colleagues or professional practitioners and references from customers or clients
- Statement from an accountant relating to work details

Application Fees for Recognition of Prior Learning Assessment

We have made the process of applying for RPL remarkably simple. Submit the RPL Application Form & we will confirm what subjects you will receive Recognition of Prior Learning for prior to your enrolment. There are no upfront RPL fees, once you formally enrol, a once off non-refundable \$100 RPL application fee is payable no matter how many subjects you are granted RPL for.

Challenge Assessments

If you are not able to provide enough evidence for us to assess your RPL application, we may suggest a 'challenge assessment' to enable you to prove competency.

- The fee for each theory challenge assessment is \$75.
Please note that you must achieve a result of 80% or higher for all theory challenge assessments in order to be granted RPL for a subject.

Assistance

If you have questions regarding the RPL process you may contact a Course Advisor in Student and Learning Services on (02) 8423-8333 or via email info@naturecare.com.au.



Nature Care College

Recognition of Prior Learning Application

Your RPL evidence and documentation must accompany this RPL form.

Application for RPL must be received **four** weeks before the commencement of the subject for which RPL is being sought.

Student's Name:		
Student ID No.:		
Address:		
Postcode:	Email:	
Tel: Home:	Work:	Mobile:
Please write the name of the Course Program you are enrolled in:		
Please list the subject/s you are seeking RPL for:		
1.	16.	
2.	17.	
3.	18.	
4.	19.	
5.	20.	
6.	21.	
7.	22.	
8.	23.	
9.	24.	
10.	25.	
11.	26.	
12.	27.	
13.	28.	
14.	29.	
15.	30.	

AUTHORISATION

I have read, understand and agree to abide by Nature Care College's Enrolment Terms and Conditions as outlined on the Nature Care College website (www.naturecare.com.au).

Signed: _____

Date: _____

PAYMENT

Application Fees for RPL Assessment

- *A \$100 non-refundable application fee is required upon enrolment, once your RPL has been granted.*
- *Should your application be successful the recognition of prior learning will be listed on your student record of results when the subject RPL fee has been paid.*

Payment Methods

You can pay by Eft (electronic fund transfer) please reference your full name in the payment description

Account Name: Nature Care College Pty Ltd

BSB: 484-799

Account: 507252277

OR alternatively you can pay over the telephone using debit/credit card by calling 02 8423 8333 during office hours Tuesday to Friday 9.30am to 3.30pm.

Please note that no card details are stored by Nature Care College

Please submit your completed Application Form and payment details to info@naturecare.com.au