

## RECOGNITION OF PRIOR LEARNING (RPL) POLICY

See also: [Recognition of Prior Learning Procedures](#)

### INTRODUCTION

ICHM may grant credit in specific subjects in recognition of prior studies or industry experience. A Grade of “Status”, attracting 4.000 Assessment Points (if partial credit in a subject is granted) or Grade Points (if full credit in a subject is granted) will appear on the Academic Transcript.

### RECOGNITION OF PRIOR LEARNING PROCEDURES

Students who intend to claim credit for prior learning must refer to the *Recognition of Prior Learning Guidelines* and accompanying Application Form. The provisions of the RPL Guidelines are deemed to be incorporated into this Policy.

Students are required to note the requirements outlined in the *Checklist* in the *RPL Procedures* and that they must attach a completed *Recognition Official Application Form* with the submission. An RPL application fee must be paid.

Students must register their interest and intention to apply for Recognition of Prior Learning (RPL) at the time of enrolment or re-enrolment. A completed *Recognition Official Application Form* and supporting documents must be received by the Principal Lecturer no later than seven (7) business days following arrival on campus.

### FEES

Subjects for which full RPL is granted will incur no student fees. Subjects for which partial recognition is granted will incur full fees.

### GRADES

Students should note that a Grade of RPL (attracting a maximum of 4.000 Subject Points) will appear on the Academic Transcript for full subjects which are granted credit and will preclude the student from consideration as Dux of the Year. Those students who wish to achieve higher grades should consider enrolling in the subject.

If only partial RPL is granted for certain elements of a subject, the overall Subject Grade will be determined in the usual fashion and students will be eligible for consideration as Dux of the Year.

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## **RE-ENROLMENTS**

Students who do not achieve competency, overall, in a subject studied at ICHM but who are able to demonstrate competency in certain assessments within that subject will be granted Status (S) for having achieved those assessments in a subsequent re-enrolment.

Although Assessment Points earned in an earlier attempt at the subject may be carried over, students may elect to undertake a full re-enrolment in an attempt to achieve a higher overall Grade in the subject. Once commenced, however, students may not revert to earlier grades in the event they do not perform as well.

## **APPEALS AGAINST AN RPL DECISION**

Students who wish to appeal a decision related to this policy should do so in writing to the Principal under the *Grievance Policy - Academic*