

## RECOGNITION OF PRIOR LEARNING (RPL) & CREDIT TRANSFER

HOMESTRAINING.COM.AU recognises that students may have acquired competencies from other learning institutions and/or have “on the job” skills and workplace practices that will assist with demonstrating competency in course subjects. With this in mind, HOMESTRAINING.COM.AU is able to recognise these competencies and allow students a “credit” in course subjects where the student is able to demonstrate that competency has been met.

Students wishing to apply for RPL credit(s) will initially be assessed by a trainer and then if suitability is met, then students will be issued with relevant RPL documentation outlining the evidence required and the costs involved in the RPL application process. (Current fee is \$395).

If an onsite visit to the students work place is required (to gather evidence directly from the workplace and speak with Managers and supervisors to assist with competency assessment) then additional travels fees may be levied in addition to the RPL application fee.

Competency can be demonstrated in a number of ways:

- **Previous or current work experience:** either paid or unpaid.
- **Education:** including courses taken at school, college or Universities in Australia or overseas and also attending adult education classes or work training programmes.
- **Life Experience:** Voluntary work, running a household or carer’s roles can all contribute to recognition of prior learning.
- **Credit transfer :** Production of an authentic Testamur from another training institute that is current, matches the learners name identically and can be authenticated by a HOMESTRAINING.COM.AU trainer. (no fee’s will apply for a direct credit transfer)

Evidence considered for an RPL credit must match the evidence requested on the RPL documents issued to the student. If sufficient evidence is available, then no further assessment may be necessary. In the event that further assessment is necessary, negotiations will take place with the student that may consist of interview, written assignment, workplace visit, workplace exam, demonstration of skills or other similar assessments.

Students are notified promptly regarding the outcome of their RPL application. Unsuccessful candidates will be advised reasons for non-recognition and the steps they can take, including remedial training and the appeals procedures.