



TAFE recognition of prior learning (RPL) application form

PERSONAL DETAILS

Please complete using blue or black ink.

Student no.	Date of birth (dd/mm/yyyy)	
Family name	Given names	
RMIT School	Student contact telephone number	
Mail address		
	City	Postcode

Recognition of prior learning (RPL) is an assessment process through which you can gain all or part of a nationally accredited qualification based on skills and knowledge you have gained through life and work experiences and through non-accredited training.

If you wish to apply for RPL, you should complete this page of the application form and submit it to your school. After submitting the application you will be contacted by an RPL Assessor who will help you to work out which units/modules to apply for and also advise you on how to go about collecting evidence of competency for assessment.

Once the assessment process is completed, your school will notify you by letter of the outcome of the RPL assessment.

RPL fees

The RPL fee is equivalent to the standard tuition fee for the course for which you are applying for RPL. Please contact your school to discuss the costs associated with your application.

Onshore international students

As an onshore international student you are required to complete your study within the expected program duration. You will usually need to be enrolled in a 100% load each semester unless you have approved RPL or credit transfer (*ESOS ACT 2000*). Please note that if you are granted a block of exemptions this will change your expected program duration and you will be expected to complete in the revised time frame.

If you need help completing any part of the application, please contact your school.

SECTION 1: To be completed by applicant

Name of the qualification in which you are applying for RPL: _____

RMIT program code: _____ RMIT program plan: _____

Applicant's signature: _____ Date: _____

SECTION 2 – to be completed by applicant and RPL assessor		SECTION 3 – to be completed by RMIT RPL assessor							SECTION 4 – optional			
Name of RMIT courses (nationally accredited units/modules) for which RPL has been applied (add extra page if required)	National unit module ID	RMIT subject area	RMIT catalogue number	RMIT term	RMIT class number	RPL results RLG or RLN	Assessor name	Assessor signature	Date of assessment	Term	Class no.	Classes to be dropped

SECTION 5: to be completed by head of school or delegate

I confirm that there is a moderation process in place within the school that has been followed; and that the following has been completed and will be placed in the student's file:

- (a) the RPL record of assessment
- (b) the RPL record keeping checklist.

Head of school/delegate name _____ Signature and Date _____

School name _____

SECTION 6: to be completed by Enrolments and Records

Fund source	Liability code	VET FEE HELP eligibility

Please note: Section 4 is only to be complete in instances where the student is already enrolled in the course under a different class number than specified in Section 3.