

Recognition of Prior Learning Policy

1. Context

- 1.1 Our Admissions Policy states that Walbrook offers flexible, personalised learning experiences in a vibrant and inclusive community designed to prepare students to excel in careers that are shaping our world.
- 1.2 In support of that Admissions Policy, this Recognition of Prior Learning Policy sets out the approach we take for an applicant to claim credit for previous learning achievements that match the learning outcomes, content and HE level of a particular module/s or level of the Walbrook programme they wish to study.
- 1.3 This process means that a student can be exempt from studying that part of the programme where Walbrook makes a formal assessment that a clear match exists, and that a student would not be disadvantaged in any way on the rest of their programme.
- 1.4 The Policy applies to all Walbrook Higher Education programmes, including those which are delivered through collaborative provision arrangements, and which lead to a Walbrook award.
- 1.5 This Policy should be read in conjunction with the Admissions Policy in relation to how we manage the wider aspects of the admissions process.

2 Principles

- 2.1 The Policy principles are as follows:
 - Walbrook will use a clear and robust framework to assess eligibility for accreditation of prior learning to maintain academic standards and to support student success.
 - Walbrook will protect the academic standards of the programme by ensuring a maximum number of prior credits being recognised and that previous experiences must have relevance and currency.
 - Recognition of an applicant's prior learning applies only to that applicant and not to any wider endorsement of another institution's provision.

3 Types of prior learning

- 3.1 Prior learning may be recognised through:
 - **Recognition of Prior Certified Learning (RPCL)** where an applicant holds HE credit or a qualification that was gained at Walbrook, or at another institution recognised by Walbrook.

- **Recognition of Prior Experiential Learning (RPEL):** where an applicant has undertaken significant paid or voluntary work that has resulted in learning skills or knowledge equivalent to a specific part of the programme they will be studying.

4. Applying for recognition of prior learning

4.1 An applicant will need to provide Walbrook with the following information for their accreditation of prior learning to be considered:

- For **RPCL** applications, information about the previous subjects studied including content and learning outcomes. A published programme or module specification documented by the institution at which the applicant studied would normally provide this information. Applicants will also need to provide a certified transcript of their results, including the academic credit gained for that learning.
- For **RPEL** applications, a portfolio of evidence from the applicant with as much information as possible about the type of experience that the applicant considers relevant to the accreditation request. This information must also include when and where the learning took place, a reflective self-assessment from the applicant and independent verification (e.g. an employer) to support the evidence.

5. Assessing Eligibility

5.1 The volume and HE level of any credit that may be recognised is programme specific. The maximum credits that Walbrook will normally allow for postgraduate programmes is 50% of taught modules, equalling to a maximum of 60 Credits.

5.2 RPL may not be awarded against dissertation, project, work-based learning or capstone modules unless otherwise stated in the Programme or Module specification.

5.3 Prior experience will normally have been gained within seven years of starting the Walbrook programme for which the applicant is applying. It may also be necessary for an applicant to demonstrate ongoing competence if the experience was gained at an earlier stage of that seven-year period. Walbrook may also determine that the seven-year period cannot apply where, for example, there have been rapid advancements in a discipline during that time or where a professional body sets a shorter timescale.

- Walbrook will consider the degree of alignment between the previous experience and the module/s for which recognition is being sought. For RPCL applications, this will include the higher education level, content, study hours and learning outcomes of previous studies. A minimum of 80% alignment is normally required for the previous experience to be recognised. RPCL will allow the applicant to receive exemption from the modules against which the credit has been mapped, but the marks achieved from previous studies will not count towards the final Walbrook award classification.

5.4 For RPEL applications, this will include a full assessment of how the prior experience maps to the higher education level, content, study hours and learning outcomes of the module/s for which accreditation is sought.

- 5.5 The outcome of any applications may include conditions, such as a requirement to complete bridging work to address any potential learning gaps.
- 5.6 Decisions on recognition requests will be communicated to the applicant in writing, either by email or through Hubspot. Reasons for our decision will be provided where it has not been possible for Walbrook to accept the application.
- 5.7 It is important to note that international applicants who are planning on studying at Walbrook on a Student Route Visa may not be eligible for accreditation of prior learning. International students should check with the Walbrook Admissions Team to see if they are eligible.

6. Fraudulent Applications

- 6.1 Where evidence comes to light following approval of an application that the student may have gained their exemption(s) by fraudulent means, the Academic Board will not ratify the underpinning credits and will not recommend that a Walbrook award is made (including the award of credit) before a disciplinary process has taken place. If a student is found guilty of fraud, the student will not be granted any Walbrook credits.