Guidelines on APL

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What is APL?

- Accreditation of Prior Learning
  - Certificated, Experiential or Achievement
- RPL (Recognition of Prior Learning)

For
- Entry
- Exemption
- Advanced standing
QAA Scotland/European Network Project

• All regional colleges in NI.
• Sponsored by DELNI.
• To develop a single APEL scheme across all six colleges, to encourage greater number of applicants with relevant experiential learning into HE.
• Focused specifically on Foundation Degrees – also needed buy-in from Ulster and QUB.
NI Colleges & Universities APEL Good Practice Guidelines - Underpinning Principles


2. Governance of implementation via HE admission process at College.

3. May be used for Entry and/or Exemption.

4. Any limitations must be clearly stated - min. on-course exemption - 1 module & max. 50% full FD i.e. 120 credits Level 4.
NI Colleges & Universities APEL Good Practice Guidelines – Underpinning Principles (contd.)

5. APEL guidelines must establish clear evidence of knowledge base considered equivalent and skills required to study at higher level.

6. Level 2 Essential Skills in Communication acceptable in lieu of GCSE English Language Grade C and Level 2 Essential Skills in Application of Number considered on individual basis, when offered in lieu of GCSE Maths Grade C.

6. Responsibility for claim lies with applicant.

7. APEL fee permitted - £30 max. for entry and £30 max. per 20 CATS for on-course exemption.
Roles and Responsibilities

APPLICANT

• Applicant to make initial contact, meet with APEL Advisor, obtain paperwork and engage with support Guidelines.
• Identify existing knowledge and skills and map against learning outcomes of programme/entry requirements.
• Collect and collate evidence to support claim in consultation with APEL Advisor/Subject Specialist.
• Formally submit APEL claim in required format within deadlines.
• Inform APEL Advisor of contact details and make payment, if required.
Roles and Responsibilities

APEL ADVISOR

• Provide relevant materials and guidance on: Nature of APEL

COLLEGE APEL CO-ORDINATOR (CAMPUS)

• Maintain an overview of APEL process and procedures to ensure all QA requirements met. Receive information and track entry, progression and retention of APEL students.
HE CO-ORDINATOR/ CAREERS GUIDANCE/ STUDENT SUPPORT/INFORMATION SERVICES

- Entry requirements of programme, including specific learning outcomes
- College procedure
- Assessment process
- Structure and content of a draft claim
- Advise if APEL application viable
- Receive and progress claim
- Notify relevant College Departments/Offices
- Liaise with appropriate awarding body
- Administer process monitoring and applicant feedback process
- Maintain records, including database of decisions, tracking student progress and completion of exit statistics
- Advise on progression routes and career opportunities
SUBJECT SPECIALIST

COURSE CO-ORDINATORS/ DIRECTORS/SUBJECT LEADERS

• Assess Portfolio of Evidence against QAA Foundation Degree Qualification Benchmark (Oct 2004) and Programme Specifications.

• Evidence for on-course APEL exemption will be assessed against learning outcomes of relevant modules.
Exercise

• In groups discuss how you envisage implementing the new APEL arrangements, following the NI Guidelines for Good Practice. You should focus, in particular, on the role you think you will play in this (as outlined above) and what you will need to put in place to ensure that the guidelines are implemented.

• What do you see as particular issues for your programme and how do you think your team/college might address these?
References


