

# Credit and Recognition of Prior Learning Policy

## Purpose

1. The purpose of this Policy is to outline the principles for the recognition of prior learning in Global Higher Education (GHE) courses in accordance with Standard 1.2 (Credit and Recognition of Prior Learning) of the *Higher education Standards Framework (Threshold Standards) 2021*.

## Scope

2. This Policy applies to all individuals applying for credit towards higher education courses delivered by GHE, including:
  - a) prospective students, including those enrolled in a pathway course for which GHE has a formal articulation arrangement;
  - b) current students transferring from one GHE course to another.

## Definitions

3. Definitions for key terms are presented in the Glossary of Terms which may be accessed on the GHE website at <https://www.globalhe.edu.au/policy>

## Suite documents

4. This Policy is linked to the Credit and Recognition of Prior Learning Procedure.

## Policy

### Principles

5. The assessment of a student's prior learning, both of formal academic study or informal learning, will be consistent with the credit and recognition or prior learning policy in the Australian Qualifications Framework and may lead to the recognition of that learning and the subsequent granting of credit towards an GHE course.
6. Credit is granted towards individual courses at GHE for activities and studies that would form an acceptable part of that course.
7. Credit is granted in ways that:
  - a) support student progress and success;
  - b) will not compromise the integrity of the GHE course;
  - c) avoid the repetition of material for students wherever possible;
  - d) ensure that students can achieve and demonstrate the learning outcomes and the award requirements of the course at the appropriate AQF level to which they have been admitted.
8. GHE ensures that decisions regarding applications for credit are:
  - a) timely;
  - b) evidence-based and transparent;

- c) fair and consistent;
  - d) documented;
  - e) academically defensible.
9. The assessment of credit takes account of:
- a) course learning outcomes;
  - b) unit learning outcomes;
  - c) volume of learning;
  - d) content of study;
  - e) level of evidence and certification;
  - f) AQF course level.
10. Credit granted towards an GHE course can be based on:
- a) previous academic study or formal learning completed by the applicant;
  - b) recognition of the skills, knowledge and experience gained by the applicant through professional experience and other forms of informal learning.
11. GHE may grant:
- a) Specified Credit - credit given in the form of individually named units against a student's record. GHE may grant specified credit where prior learning satisfies the learning outcomes of a particular unit at an appropriate AQF level, taught in the relevant course; and
  - b) Unspecified Credit - credit given in the form of credit points only, not relating to individual units. GHE may give unspecified credit where the relevant previous learning is equivalent with the expected outcomes of the course the student intends to take, but where they may not be directly matched to all learning outcomes of a specific unit in the course.

### **Maximum levels of credit**

12. The maximum amount of credit which may be granted for study completed at another institution is 50 per cent of the total credit points of the GHE course.

### **Recording and review of credit decisions**

13. GHE will maintain a Credit Database for the recording of all credit decisions.
14. The Credit Database will be reviewed regularly to take account of:
- a) course changes internal or external to GHE;
  - b) regular reporting and analysis of cohort outcomes.

## Associated information

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|---|---|
| <b>Related Internal Documents</b>               | Credit and Recognition of Prior Learning Procedure<br>Academic Progress Policy<br>Admissions Policy<br>Enrolment Policy<br>Quality Assurance Policy<br>Student Complaints, Grievances and Appeals Policy<br>Glossary of Terms   |
| <b>Related Legislation, Standards and Codes</b> | <i>Tertiary Education and Quality Standards Agency Act 2011</i><br><i>Higher Education Standards Framework (Threshold Standards) 2021</i><br><i>Education Services for Overseas Students (ESOS) Act 2000</i><br><i>National Code of Practice for Providers of Education and Training to Overseas Students 2018</i><br><i>Australian Qualifications Framework 2013</i><br>TEQSA Guidance Note: Credit and Recognition of Prior Learning, Version 1.1 |
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| <b>Date Endorsed</b>                            | 21 February 2020  |
| <b>Date of Effect</b>                           | 21 February 2020  |
| <b>Date of Review</b>                           | June 2026   |
| <b>Approval Authority</b>                       | Academic Board  |
| <b>Policy Custodian</b>                         | Academic Director   |
| <b>PinPoint DocID</b>                           | 2570  |

## Change history

|                        |           |   |
|------------------------|-----------|---|
| <b>Version Control</b> |           | Version 1.3   |
| <b>Change Summary</b>  | 6-Mar-20  | V1.0 Draft approved by Academic Board (AB) 7 Feb 20 and endorsed by Board of Directors (BoD) 21-Feb-20 including requested minor amendments (remove cl. 13) plus administrative updates |
|                        | 10-Jul-20 | V1.1 administrative updates   |
|                        | 29-Nov-21 | V1.2 administrative updates for HESF 2021   |
|                        | 7-Jul-23  | V1.3 administrative updates following TEQSA registration  |

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