**Application for Recognition of Prior Formal Learning**

This application form is to be used for RPL applications based on prior formal learning.

Formal learning is learning which takes place through programmes of study or training for which credit (ECTS) has been awarded through a higher educational institution or other education/training provider and which articulates with a National Framework of Qualifications.

## Submitted for Assessment by -

| Name |  | Student no  |
| --- | --- | --- |
| Module |  |
| Programme |  | Stage |  |
| Department |  |

## Contents

1. **Basis of prior learning case**

Please list all relevant modules/subjects in this part of your application. Delete sections that are not required.

* 1. [Third Level Education](#_2.1_Third_Level)
	2. [Other Education](#_2.3_Further_Education)

**B. Syllabus mapping**

Your prior learning is mapped to the existing curriculum (typically 5 learning outcomes)

* + 1. [Learning outcome 1](#_Learning_Outcome_1)
		2. [Learning outcome 2](#_Learning_Outcome_2)
		3. [Learning outcome 3](#_Learning_Outcome_3)
		4. [Learning outcome 4](#_Learning_Outcome_4)
		5. [Learning outcome 5](#_Learning_Outcome_5)
1. **Evidence listed and included**

Evidence will be listed and presented to support information provided in part A and B of the application.

1. Transcript of results and certificates
2. Syllabus
3. Past exam paper (if available)

 **D. Declaration**

You will sign to agree that the evidence presented accurately portrays what you know.

A. Basis of prior learning case

a. Third Level Education copy and paste as necessary

(delete this section if not applicable)

|  |  |
| --- | --- |
| Name & Address of Institute |       |
| Attended – From (date) |       | To |       |
| Name of Programme |       |

|  |
| --- |
| **Examination Result**Please list modules that are relevant to the RPL application |
| Subject | Level | Grade | Year |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |

Attach your transcript of results to the rear of the RPL application. An international qualification will need to be translated and verified by a recognised translation service.

b. Other education on a national framework of qualifications

(delete this section if not applicable)

|  |
| --- |
| **Examination Result**Please list modules that are relevant to the RPL application |
| Subject | Level | Grade | Year |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |

Attach your transcript of results to the rear of the RPL application. An international qualification will need to be translated and verified by a recognised translation service.

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## B. Syllabus Mapping

## Prior learning mapped against the learning outcomes

*Respond to each learning outcome to show that you have the required learning. Compare your prior formal learning relevant to this application to the learning outcomes of the MTU module. This may involve including a number of modules from previous studies to demonstrate achievement of the current module.*

*Locate the MTU module descriptor and learning outcomes and paste a learning outcome into each box below. Respond to each learning outcome by locating the equivalent learning in your previous studies which may include the indicative content.*

|  |
| --- |
| **Learning Outcome 1**  |
| **Learning Outcome 2**       |
| **Learning Outcome 3**       |
| **Learning Outcome 4** |
| **Learning Outcome 5**       |

## C. Evidence listed and included

|  |
| --- |
| *All original examination certificate(s) and transcripts must be presented and verified by an MTU staff member before the final document is submitted for assessment. Copies of all materials in support of the application must be provided.*  |

|  |  |  |
| --- | --- | --- |
| List of evidence | Date Original Seen | Verified by |
| Transcript of results | 19th Sept | POL |
| Syllabus | enclosed |  |
|  |  |  |
|       |  |  |

*Evidence as listed above should be included below.*

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## D. Declaration

|  |  |
| --- | --- |
| Name |       |
| I wish to claim credit/ exemption based on my prior learning in respect of the module listed below. I submit claim documentation in accordance with the university’s requirements. I accept that any advice or instruction given to me by the university or its staff in the preparation of the claim does not confer any entitlement to credit/ exemption in respect of the subject listed below.* I Declare that I have registered for the module listed below in the current academic semester
* I enclose my application for Recognition of Prior Learning
* I certify that all information submitted with this claim is an accurate description of my relevant learning to date.
* I understand that this application is formal assessment material

Module for which exemption is being claimed      Programme and Stage       |
| Signed |       | Date       |

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