

***Portfolio***

**Recognition of Prior Learning Advanced Entry Case**

***Submitted for Assessment of Prior Learning by*** *-*

| *Name* |  |
| --- | --- |
| *Address* |  |
| *Mobile* |  |
| *E-mail* |  |
| *Presenting* | All Year X Modules |
| *Programme* |  | *Stage* | Entry to year X |
| *Department* |  |
| *Basis of RPL application* | Prior Informal or Non-formal Learning | Tick as appropriate |
| Prior Formal Learning |

**CONTENTS**

This page sets out the purpose of each of the sections of this portfolio

*A. Curriculum Vitae and Job Description*

Enclose a copy of your CV with this application.

 *B. Presentation of Learning Achieved*

Follow the RPL guidelines for instructions to complete this section of the application

* The modules of the previous stage are presented

 *C. Evidence to accompany the RPL application*

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

 *D. Declaration*

#### A. Curriculum Vitae and Job Description

## Paste in your current CV and develop aspects that are relevant to the RPL case

**B. Presentation of Learning Achieved – Stage X modules**

The modules of the previous stage are presented to establish equivalence

|  |
| --- |
| ***Module: paste in relevant module title here of the MTU programme*** |
| The learner will be able to demonstrate:1. Paste in the learning outcomes of the MTU module
 |
| ***Learning Achieved*** |
| * *If prior formal learning, then identify where you have achieved this learning previously (name of module) and include the learning outcome and indicative content if appropriate.*
* *If learning has been achieved through informal or non-formal learning address the learning outcome statements in a general way and describe your relevant knowledge, skills, and competencies. Include details of the broader context such as the work/life setting where this knowledge was gained.*
* *Where a combination of different types of learning forms the basis of your claim, be systematic and comprehensive in setting out these details.*

*Identify the evidence specific to this learning outcome which will be listed and provided in part C. If a piece of evidence is relevant to a number of modules please clearly state this in your response. A single copy of the evidence is sufficient in part C.*Copy and paste this according to the number of modules for the Stage to establish equivalence  |

**C. Inventory of Evidence to accompany RPL application**

|  |
| --- |
| *List the evidence to be included in this portfolio. Group items under the modules if possible. Label all evidence clearly to be included within this portfolio. Copies of all materials in support of the application must be provided. Where prior learning is included, original transcripts must first be presented and verified by a MTU staff member.* |

For Certificates / Transcripts

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| --- | --- | --- |
| **Description of item submitted** | **Date Original Seen** | **Verified by** |
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C. Evidence

*Evidence as listed above should be included below.*

**D. Declaration**

|  |  |
| --- | --- |
| *Name* |  |
| I wish to present my case for recognition of prior learning for assessment for advanced entry as appropriate to MTU.* I enclose my Learning Portfolio
* I certify that all information submitted with this application is a true representation of my relevant learning to date.
* I understand that this application is assessment material.

**Case for Advanced Entry to MTU****Programme and Stage****Entry to Year X – XXXX** |
| Signed |  |
| Date |  |