

Recognition Process

Step 1

Obtain and complete the Application For Recognition of Prior, available from our website www.bn.tafe.qld.gov.au/courses_and_careers/rpl.html, email bnit.rpl@defa.qld.gov.au or by phoning Recognition Services on 3258 5001.

Step 2

The relevant specialist RPL assessor will contact you to arrange an interview and advise how to best match your skills and knowledge to a qualification.

Step 3

Your RPL assessor will provide a comprehensive assessment and training plan for your requested qualification pathway and you will now enrol and pay for the units deemed suitable for Recognition (RPL) and or training if required.

Step 4

You will be asked to provide final information or evidence. This may be via skills testing, through workplace observation, third party references or other relevant validation.

Step 5

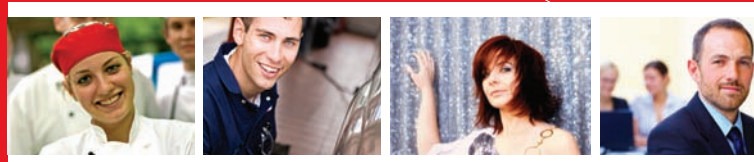
Any gap training that may be required is undertaken and completed.

Step 6

Congratulations - You will receive a result of assessment for the units successfully completed and formal recognition with a TAFE Queensland award if you complete a full qualification.

“I was very satisfied with the RPL assessment process. Once I finished my RPL assessments, I was approached with a fantastic job opportunity by a company which has offered me a fantastic start to my business career.”

*Chloe Lockhart
Diploma of Human Resources Management*



Recognition of Prior Learning

131 248
www.bn.tafe.qld.gov.au

Brisbane North Institute of TAFE
Anything's possible

What is Recognition of Prior Learning (RPL)?

Recognition of prior learning, also referred to as RPL is the formal recognition of a person's current skills and knowledge, no matter how, when or where the learning occurred.

Even if you have never formally studied or trained in a particular area, you may have gained knowledge and skills through your education, training, work and life experience.

RPL is a recognition process evidenced in accordance with the Australian Quality Training Framework and could provide you with a full or part qualification, and avoid duplication of training.

It could be used to identify what training you may need to complete a qualification, or provide a pathway to higher qualifications.

BNIT can provide Corporate or group RPL assessments in the workplace for your staff. Please Contact the Recognition Services Unit on **Ph 3258 5001**.

The RPL process



Is the Recognition (RPL) pathway for me?

Can you answer yes to any of the below questions?

- Would you like your skills and experience to contribute towards a qualification?
- Do you have paid or unpaid work experience relevant to the qualification you want?
- Do you have similar skills and knowledge to colleagues with qualifications?
- Do you work in an industry that now requires you to have a particular skill set, license or qualification?
- Do you have a qualification in another field but would like recognition for your current job role?
- Does your supervisor support you to seek recognition for your paid or unpaid work?

How much will it cost?

Although you may not be required to complete any classroom activities, there are still costs involved with RPL. The cost will vary between qualifications and depend upon the electives included in your qualification. In most cases the recognition process will cost less than formal training.

Where to now?

Consider what evidence you already have that demonstrates your skills and knowledge. You must be able to show your skills are current and meet industry standards. Examples of evidence could include:

- Current resume, position descriptions, completed induction process
- Practical demonstrations in the workplace
- References and support from your supervisors or others in the community
- Materials including training certificates, professional development, photos of work examples, or performance reviews.

Review program guide or Brisbane North Institute website www.bn.tafe.qld.gov.au for your qualification options.