

APPLICATION FOR DNA Kingston Training

RECOGNITION OF PRIOR LEARNING (RPL) / SKILLS RECOGNITION

Please write in BLOCK LETTERS using a black or blue pen.

PERSONAL DETAILS:

I AM APPLYING AS A:

- FUTURE STUDENT (NEW APPLICANT)
 CURRENTLY ENROLLED STUDENT
 INTERNATIONAL ONSHORE STUDENT

GIVEN NAME		FAMILY NAME																		
STUDENT ID		MOBILE																		
EMAIL ADDRESS																				

COURSE DETAILS - COURSE

COURSE CODE	
COURSE TITLE	

CLAIM FOR RPL

OTHER LEARNING – Paid work- Fast track training – Gain promotion

Other learning includes non-formal learning and experience that relates to the unit(s) of competency for which recognition is being sought. Please attach a statement linking your experience to the unit/s concerned. Only include information that is relevant to this application.

The claim for RPL may draw upon:

- An employment history detailing position descriptions and letters of support from immediate supervisors
- Certificates received from voluntary or work organisations
- Awards, prizes and other achievements
- Contributions to the community or activities which are relevant to the selected course of study.

NAME OF COMPANY	COUNTRY/STATE	DATES WORKED FROM – TO		POSITION AND DUTIES

APPLICATION FOR DNA Kingston Training

RECOGNITION OF PRIOR LEARNING (RPL)

OTHER LEARNING (EG. LIFE EXPERIENCE, VOLUNTARY WORK, ETC)

Please note that in some circumstances the granting of RPL may disadvantage you in terms of the requirements for membership of professional bodies (eg. the accounting professional bodies have rigid requirements for the granting of credit and/or RPL) and/or Federal Government requirements applicable to international students. Contact the relevant Teacher or Manager for further details.

- In your opinion, what skills and knowledge have you acquired that relate to this program/course?
- What type(s) of non-credentialed programs/training/study have you undertaken and experience acquired since leaving school relevant to this application?

LIST OF SUPPORTING EVIDENCE ATTACHED

Evidence should be a close match with the learning outcomes/objectives for the unit(s) of competency for which RPL is sought.

Students will be assessed for eligibility of RPL. Formal assessment process will be explained and commenced and can be a variety of practical demonstration and theory. Students will then be provided outcome which can meet a variety of needs.

APPLICANT DECLARATION

- To the best of my knowledge, the information given in this application is correct and complete.
- I understand that DNA Kingston Training reserves the right to vary or reverse any decision made on the basis of incorrect or incomplete information.
- I authorise DNA Kingston Training to conduct a search and retrieval of my academic record from my previous institution(s) to verify the information contained in my application.
- I understand that [DNA Kingston Training](#) collects, stores, and uses personal information in accordance with the Privacy Policy.
- I have retained a copy of this application and all supporting evidence

Signature: _____ Date: _____ / _____ / _____

APPLICATION FOR RECOGNITION OF PRIOR LEARNING (RPL)

UNIT INFORMATION		ASSESSOR TO COMPLETE		
VU UNIT CODE	VU UNIT TITLE	ASSESSMENT START DATE: This form may need to be submitted before a decision has been made therefore the form can be submitted to DMS for processing with only a start date.	ASSESSMENT END DATE Once assessment is complete, the form must be submitted again with an end date if the application took more than one day to assess.	GRANTED? YES OR NO This form must still be submitted if the RPL is not granted

EVIDENCE ATTACHED <input type="checkbox"/> YES <input type="checkbox"/> NO	OFFICE USE ONLY:	RESULT CODES: SRG = RPL GRANTED SRN = RPL NOT-GRANTED WD = RPL WITHDRAWN
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STUDENT DETAILS	FIRST NAME:	SURNAME:	STUDENT ID:				
ASSESSOR:	FULL NAME:	SIGNATURE:	STAFF ID:	DATE:	DD	MM	YY
MANAGER:	FULL NAME:	SIGNATURE:	STAFF ID:	DATE:	DD	MM	YY
PROCESSED BY:	FULL NAME:	SIGNATURE:	STAFF ID:	DATE:	DD	MM	YY