

Recognition of Prior Learning Factsheet

SENIOR LEADER APPRENTICESHIP (E97)

If you have prior learning completed at the same academic level as OU modules, we may be able to award you credit exemption towards an OU apprenticeship programme: this could reduce the number of OU modules you have to study to complete your apprenticeship programme. You need to decide which apprenticeship programme you wish to study for with us before you can apply for recognition of prior learning (RPL).

Types of RPL offered:

RPCL – Recognition of prior certificated learning (credit transfer)

This factsheet tells you about RPCL (credit transfer) into this particular OU programme.

Please note that:

- We can only confirm how much credit you can be awarded once you have made a formal application which has been considered by an OU assessor.
- Your prior learning must be at the same academic level. For RPCL (credit transfer), your prior learning must carry at least as many Credit Accumulation and Transfer (CATS) points, as the OU study from which you are to be exempted. More details about CATS points and levels can be found on our website at www.open.ac.uk/credit-transfer.
- We will award you as much credit as possible, but the amount of credit you can be awarded depends on several factors (such as the number of credits you have already achieved and how closely your prior learning matches the learning outcomes of the OU modules and the criteria of the apprenticeship standard).
- Confirmation of the duration of the apprenticeship programme following an award of RPL will be subject to a discussion with your Apprenticeship Programme Delivery Manager, who will advise on the potential impact of RPCL (credit transfer).

RPL towards the Senior Leader Apprenticeship (Programme Code: E97)

Maximum RPL available towards this qualification

The maximum number of credits that can be awarded towards this programme are shown in the table below. The actual number of credits that you are awarded will be determined when your application for RPCL (credit transfer) has been assessed and may be less than the maximum shown below. Towards this programme, credit is awarded in multiples of 15 or 30 credits. Credit for RPL cannot be awarded against the work-based learning module *BBXY876 Leadership in practice*, or the final stage of the programme, or the end point assessment for the apprenticeship programme.

Total number of credits required for this qualification	120 credits
Maximum RPCL (credit transfer)	30 credits
Minimum number of OU credits to be completed if awarded the maximum RPL total	90 credits

Age of prior learning

For this programme we can consider the following:

RPCL (credit transfer) – the credit required from OU modules or any permitted RPCL (credit transfer) towards this qualification must be obtained during a period not exceeding 5 years. This period commences from the start date of the study for which RPCL is given, or your first OU module (whichever is the earliest). If you have more than one period of previous study for which you are awarded RPCL (credit transfer), we will use the date of the earliest.

We will calculate the age of your prior learning using the date we receive your completed application with all required supporting evidence.

Prior learning for which you could be awarded RPCL (credit transfer)

You can apply for RPCL (credit transfer) towards this OU programme if you have any of the eligible prior learning shown on our website www.open.ac.uk/credit-transfer that was completed at master's/postgraduate level (or higher). Master's level in England, Wales and Northern Ireland is level 7, Scotland level 11, and in the Republic of Ireland, level 9. **Study completed at undergraduate level cannot be**

transferred to this programme.

How much credit you are awarded is likely to depend in part on how closely the subjects of your prior learning match the learning outcomes of the OU modules and the criteria of the apprenticeship standard. If your prior learning is in an unrelated subject area, we will not be able to award you RPCL (credit transfer) towards this programme. To read about the subjects covered in this programme visit the [programme description](#).

What do I need to provide with my application?

Every application for RPCL (credit transfer) must be supported by official evidence, usually in the form of an academic transcript and a certificate. Please see the application form for more information about the evidence you will need to provide.

You will also need to provide syllabus information/learning outcomes so that the academic expert can map how closely your prior learning matches that of the OU modules in the programme. Your academic transcript will provide a list of the modules or units you have completed, but syllabus information provides a detailed description of the content of each of those modules, often about a paragraph per module/unit. If you do not provide syllabus information, we will be unable to assess your application.

How to apply?

To apply for RPCL (credit transfer) you will need to download the Credit Transfer (RPCL) form from the Apprenticeship Application Portal, complete it, sign it, and upload it with your official evidence as outlined above.

Unique study

For each OU programme, you must include an amount of OU study that is unique to that particular programme (credit from study completed at the OU which has not previously been counted towards another OU programme). Full details are given in the Regulations section of the [programme description](#).

Further information you will need

You should read this RPL factsheet in conjunction with the [programme description](#) which

- contains the regulations specific to this OU programme
- gives information on the structure of your chosen OU programme

If you require a version of these notes in an alternative format, such as large print, please contact us credit-transfer@open.ac.uk

This factsheet has been prepared by the Credit Transfer Centre at
The Open University.

If you would like to discuss your application for RPL please contact your Apprenticeship Programme Delivery Manager. Please note that they will be unable to advise you how much you could be awarded before your application has been formally assessed.

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