How to Prepare a Case for Recognition of Prior Learning (RPL)
(For distribution to students)

What is RPL?

Students who commence at UTS with a completed, or partly-completed university degree, or a TAFE diploma, either from Australia or overseas, may be able to get recognition of this achievement and thus shorten the duration of their studies at UTS. This is known as Recognition of Prior Learning (RPL) in your degree course by way of subject exemptions or credit.

The process of getting formal recognition of your prior learning has two stages. In the first stage your previous studies are evaluated as being equivalent to a certain number of UTS credit points - in effect a certain fraction of the UTS course. In the second stage you prepare a case for getting exemptions from specific subjects, such that the total comes to the credit points of RPL you have been allocated.

Typically your exemptions will consist of some of the compulsory subjects in our course, and the balance being specified simply as a reduction in the credit point value of elective subjects needed for you to complete the degree. To get exemptions from the compulsory subjects you must be able to demonstrate that you have studied an equivalent subject at an equivalent level, using the official subject description from the institution where you did your earlier studies.

How Much RPL Can I Get?

The credit point value of RPL is set by five factors:

- The length of the course you were previously enrolled in
- The proportion of the course you completed
- How well you performed in the course
- The level of the course and the standing of the institution offering the course
- The proportion of the course that could be considered relevant in subject matter compared to an Engineering Degree course in the major you have chosen.

The attached form enables you to do a self-evaluation to establish an estimate of the RPL you may get.

To have your RPL formally recognised you must first do a self-evaluation. Next you identify subjects in your UTS BE DipEng Prac which you would like to be exemptions. The exemptions claimed should obviously total the credit points of RPL you arrived at in your self-evaluation.

Finally you produce a justification for the exemptions you are claiming.

Your claim for RPL will consist of three parts

- A completed self-evaluation
- A completed UTS Application for Recognition of Prior Learning form
• A subject by subject justification comparing the subject you studied elsewhere with the official description of the subject you from which you are seeking exemption. The official description of the subject is taken from the handbook of the institution at which you did your studies. The UTS Handbook should also be used. In some cases equivalences will be obvious from the subject title. Typically, a generous interpretation of equivalence will be made so long as the total fits into the credit point value of RPL you have had approved.

You will need the template for the major you are enrolled in (in the UTS handbook – available online) to identify the UTS subjects you may want to claim exemptions from.

Can I Claim an Exemption from the Engineering Practice Requirements?

If you have a documented record of substantial previous employment in an Engineering environment then you can make a claim for exemption from 48110 Engineering Experience 1 and 48120 Review of Engineering Practice1. You will need to meet the requirements prescribed by the Faculty for exemption from Review of Engineering Practice. It is not possible to get an exemption from 48130 Engineering Experience 2 and the associated Preview and Review subjects 48141 and 48142. These must still be undertaken after you commence and before you graduate.
**Faculty of Engineering: RPL Self Evaluation**

Fill in more than one sheet if you have done previous studies at more than one institution.

**Part 1 Description of Previous Studies**

<table>
<thead>
<tr>
<th>Your Name</th>
<th>Student Number</th>
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</table>

Country of previous study

Name of Course in which you were enrolled

Minimum completion time of this course (years)

A1 yrs

What % of the course did you complete. Give evidence, for example the credits you completed as a fraction of the credits required for graduation or equivalently the number of hours of course work undertaken compared to the hours required for completion.

A2 % Justification

What was your average grade, expressed as a %. Give evidence of means of calculation $^9$.

A3 % Justification

What subject matter overlap do you claim your course had with a CURRENT Engineering course in the discipline of your major. Express as a percentage. e.g. 10% for a fine arts course$^8$ to 100% for an engineering degree in the same discipline.

A4 % Justification

If you were studying for an overseas qualification, how many years of Australian Degree level studies is it equivalent to, as assessed by the Australian National Office of Overseas Skills Recognition (NOOSR).

A5 yrs

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$^9$ For example if you had a Grade Point Average on a scale of 1-5 of 4.5 this is equivalent to A3 = 90%. If you have a TAFE Diploma with subject grades specified as A, B, C calculate A3 by finding the average across all your subjects when A = 80, B = 65, C = 50. For example 8A’s, 9B’s and 9C’s gives $(8*80+9*65+9*50)/(8+9+9)= 64.4$

$^8$ Because Engineering Courses have at least 10% electives, even a Fine Arts Course corresponds to 10% overlap.
Part 2 Calculation of RPL

NAME:

STUDENT NUMBER:

Go to the appropriate formula to calculate the credit points of RPL for which you are eligible.

**Overseas Degree Qualifications or partly completed Degree**

\[
192 \times \left( \frac{A5}{4} \right) \times \left( \frac{A2}{100} \right) \times \left( \frac{A4}{100} \right) = \text{cp}
\]

**Australian Degree or part Degree**

\[
192 \times \left( \frac{A1}{4} \right) \times \left( \frac{A2}{100} \right) \times \left( \frac{A4}{100} \right) = \text{cp}
\]

**Australia TAFE Qualifications**

For students with relevant TAFE Diplomas, UAC will have made a calculation based on the Grade Point Average obtained in the Diploma, as in the Table below:

<table>
<thead>
<tr>
<th>GPA</th>
<th>Maximum Advanced Standing*</th>
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<tr>
<td>3.1-5</td>
<td>12cp per year of equivalent FT study</td>
</tr>
<tr>
<td>5.1-6</td>
<td>15cp per year of equivalent FT study</td>
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<tr>
<td>6.1-7</td>
<td>18cp per year of equivalent FT study</td>
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*Overall Maximum 36 cp

The level of RPL should be rounded down so that it is a multiple of 3cp

**The maximum credit point value of RPL in academic subjects is 144 cp for a BEDipEngPrac and 96cp for BEngSc**

**Certification**

On the basis of the above calculation, I endorse ........ cp of RPL for the student named above.

I have personally sighted original copies of the qualifications upon which this determination has been based. Yes/No

Signed ............................................ Academic Advisor at Enrolment

Name.............................................

Date:
Case for Specific Subject Exemption

<table>
<thead>
<tr>
<th>Your Name</th>
<th>Student Number</th>
<th>Major</th>
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Subject Claimed (Number and Name - See Handbook)

<table>
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<th>UTS Subject Number</th>
<th>Subject Name</th>
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(Use another form if you want to claim more than 8 subjects)

For each subject justify your claim below (use additional sheets if necessary). Your justification should be based on a comparison of the subject description in the UTS handbook, the subject description in the handbook of the institution when you studied and how long ago you did the subject. Attach the subject description as evidence if there is any doubt, i.e. it is not immediately obvious from the subject title. Identify each justification with the associated subject number. Finally, fill out an official UTS Recognition of Prior Learning form.