

# Recognition of Prior Learning and Credit Transfer Statement



## ARCHITECTURE, PLANNING AND LANDSCAPE ALL PROGRAMMES

### RECOGNITION OF PRIOR LEARNING (RPL) AND CREDIT TRANSFER

2024-25

#### SCOPE OF APPLICATIONS

The School of Architecture, Planning and Landscape accepts applications for:

- a) Credit transfer
- b) Recognition of prior certificated learning
- c) Recognition of prior experiential learning

This is available for all programmes within the School but with due regard to the accreditation requirements of the Royal Town Planning Institute (RTPI), Royal Institute of Chartered Surveyors (RICS), Royal Institute of British Architects (RIBA), Architects Registration Board (ARB) and Landscape Institute (LI) where appropriate. All applications for RPL and/or credit transfer must be considered in-line with criteria stipulated by these accrediting bodies and may result in unsuccessful application.

RPL and credit transfer is available for all modules in the School, up to a maximum credit value as stipulated in the University's policy found here

<https://newcastle.sharepoint.com/sites/LTDS/Internal%20Only%20Webdocs/FileStore/Files/qsh-ct-rpl-pol.pdf>

Normally only learning within the last 5 years can be taken into account, although each case will be considered on its own merits.

#### WHO TO APPROACH

The contact person in the first instance is the Learning & Teaching Coordinator Caroline Armstrong, who will redirect queries to the appropriate selector or Degree Programme Director (DPD).

#### **What evidence will be required:**

For a) and b) above – transcript showing level, credits and marks plus copies of syllabuses.

For (c) - dates and details of relevant experience with evidence (e.g. employer statement) and an explanation as to how the learning outcomes of the modules for which the applicant seeks RPL have been met. Candidates relying solely on recognition of prior experiential learning may be interviewed by the Degree Programme Director. They also may be set a short, written assignment to further evidence their prior learning and skills.

In addition, if RPL or credit transfer is from an existing accredited programme, details on the accreditation type and criteria met may also be requested.

Applications related to design-based programmes (a, b or c) would normally be asked additionally to provide a portfolio of work.

#### **WHAT ADVICE AND INFORMATION WILL BE GIVEN**

Each applicant for RPL or credit transfer will be issued with the relevant module outline forms specifying learning outcomes and given an RPL/credit transfer application form.

Advice will be available from the Learning & Teaching Coordinator Caroline Armstrong ([caroline.armstrong1@ncl.ac.uk](mailto:caroline.armstrong1@ncl.ac.uk)) and the appropriate DPD.

#### **HOW RPL/CREDIT TRANSFER DECISIONS ARE MADE**

Applications should be submitted via e-mail to the appropriate DPD and will be considered by them in the first instance (unless part of the UG application process where the UG selector may be involved). Applicants should hear the results of their application within 20 working days, although if accrediting bodies need to be consulted the timeframe may be dependent on external factors.

Those requests which fall outside of DPD approval will be forwarded to the appropriate Dean for consideration and decision