

Recognition of Prior Learning (RPL) and Credit Transfer Policy

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Board approval:	Date:	22 nd May 2023
	Signed:	
	Position:	Trustee
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Substantive changes since last review:	N/A	

Recognition of Prior Learning (RPL) and transfer of credit exist to enable learners to avoid duplication of learning and assessment. Learners may claim RPL or transfer of credit against a whole unit or several units.

During the initial interview and assessment of all Acorn AP learners, a thorough check will be made on their prior learning and any qualifications they may have achieved at a previous school or placement.

Recognition of Prior Learning and Credit Transfer will be managed in accordance with current awarding organisation requirements.

Recognition of Prior Learning

During the admissions interview, all relevant information concerning the learner's prior learning will be discussed and shared by the referring school or agency.

If relevant, the Director of Operations will follow awarding body procedures to assess and validate the learning or achievement that has not been certified or accredited previously towards the qualification being studied.

Credit Transfer

During the admissions interview, the Head of Centre will check with the referring school or agency if the learner has any previously accredited unit achievements, from within the REGULATED QUALIFICATIONS FRAMEWORK (RQF), which would count towards a qualification being studied at Acorn AP. If this is the case, then the awarding body procedures will be followed by the Operations Director to ensure that existing achievements are recognised.

In both cases – Recognition of Prior Learning and Credit Transfer – it is the responsibility of the Head of Centre to obtain all necessary information and evidence of qualifications and units achieved before contacting the Director of Operations. The Director of Operations would then contact the relevant awarding body and complete all relevant paperwork to support the applications.