



OCA Recognition of Prior Learning (RPL) Application Form

This policy document was created to meet the requirements of the VET Quality Framework

Version: 1.0

Recognition of Prior Learning (RPL) refers to an assessment process that assesses the competencies an individual may have acquired through formal, non-formal and informal learning to determine the extent to which that individual meets the requirements specified in the training package or VET accredited courses. In accordance with VET Quality Framework and conditions of registration, students may apply for a formal recognition of existing competencies against an AQF qualification or accredited course or unit of competency or module that **OCA** is registered to deliver prior they commence their course study.

**If you are unsure of your eligibility for RPL, please discuss with your trainer/assessor and they will advise you accordingly.*

STUDENT DETAILS			
Student Name		Date	
Address		Postcode	
Phone		Mobile	
Email address		Birthday	

UNITS / MODULES FOR WHICH RPL IS REQUESTED	
Course / Qualification Code and Title	
Unit / Module Code	Unit / Module Title



OCA Recognition of Prior Learning (RPL) Application Form

This policy document was created to meet the requirements of the VET Quality Framework

Version: 1.0

WORK EXPERIENCE

Include in the space below any relevant full-time, part-time or casual work experience. Also include any relevant voluntary or unpaid work. Start with the most recent job first.

Employer <i>(provide company, address and contact information)</i>	Description of work	Employment date <i>(start and end date)</i>



OCA Recognition of Prior Learning (RPL) Application Form

This policy document was created to meet the requirements of the VET Quality Framework

Version: 1.0

LIFE EXPERIENCE

Provide details of any other experiences that have helped you to gain relevant skills. For example, involvement on a committee, working in a family business or involvement in a team, club, association or community organisation. Describe your involvement and official position

Organisation	Official Position	Roles / Duties	Date (start and end date)



OCA Recognition of Prior Learning (RPL) Application Form

This policy document was created to meet the requirements of the VET Quality Framework

Version: 1.0

EDUCATION AND TRAINING	
HIGHEST LEVEL OF TRAINING	
COMPLETION DATE	
INSTITUTION	

OTHER EDUCATION AND TRAINING				
Include in the space below any studies you have undertaken. You may attach additional details to this application				
Course Duration	Course Name	Level of study / Type of training	Institution	Results

Student Signature		Date	Click here to enter a date.
-------------------	--	------	-----------------------------