

# Recognition of Prior Learning / Current Competence (RPL/RCC)

## Guide for Coaching and Officiating Courses

### Who conducts the RPL assessment for ASC courses?

The following table outlines responsibilities for conducting RPL assessments for ASC courses:

Course	RPL Responsibility	Comments
Coaching General Principles	<ul style="list-style-type: none"> <li>ASC recognised Coaching principles agencies</li> <li>National or State Sporting Organisation's</li> </ul>	The ASC encourages the recognition of undergraduate tertiary studies in physical education, sports studies, human movement studies and similar courses as meeting the requirements of the coaching principles courses
Officiating General Principles	<ul style="list-style-type: none"> <li>ASC recognised Coaching principles agencies</li> <li>National or State Sporting Organisation's</li> </ul>	
Level 1, 2 & 3 Sport Specific NCAS courses	National or state sporting organisation's	
Assessor Training Course	Course Providers	Check the status of the course being completed, as RPL may not apply if the course is 'participation only' and assessment is not conducted.
Course Presenters Course	Course providers	Check the status of the course being completed, as RPL may not apply if the course is 'participation only' and assessment is not conducted.
Mentor Training Course	Course Providers	Check the status of the course being completed, as RPL may not apply if the course is 'participation only' and assessment is not conducted.

### Conducting RPL for ASC courses

There is a generic 'pro-forma' document (see following pages) that can be used for conducting RPL/RCC. This document consists of an information kit for the RPL/RCC applicant, as well as a set of assessment sheets that can be used by the RPL/RCC assessment panel. **Please note** that these forms will need to be adapted for each particular course. Specifically, information on the competencies for each particular course needs to be inserted. Also, information on the fee applicable for the RPL assessment needs to be inserted. Please check through the form carefully before using to ensure that all necessary information has been included.

# Recognition of Prior Learning and Current Competence (RPL/RCC)

## Information for Applicants

### Introduction

Participants undertaking training courses can apply for Recognition of Prior Learning or Current Competence (RPL/RCC). You can apply for RPL/RCC if you think your prior learning and experience mean you already have the competencies of the particular training course.

### How can prior learning be recognised?

There are many ways that you can show evidence of the competencies you hold. RPL/RCC can only be granted on current evidence, that is, work that has been completed within the last four years. Some examples of evidence that can be provided to demonstrate your competencies include:

- Copies of certificates, qualifications achieved from other courses, school or tertiary results
- Statements outlining courses and/or study that you have undertaken and the learning outcomes/competencies achieved from these.
- Resume of experience
- Reports from people within your sport
- Relevant work samples eg. training programs, videos of your coaching.
- Evidence of home/self directed study which may include a list of recent readings, synopsis of seminars attended, reports of own research/analysis undertaken.

### RPL/RCC procedure

If you consider that you have already acquired the learning outcomes of a specific training course, you may formally apply to have these skills recognised.

#### Step 1 – complete application and send to course coordinator

1. Applicants will need to gather all relevant supporting documentation and complete the RPL/RCC application form. Forward this with supporting documentation, and the relevant fee, to the relevant body (as outlined in the table above).

#### Step 2 – assessment

The application will be reviewed by an RPL/RCC assessment panel. The panel will compare the evidence provided by the applicant with the competencies required for the training program. A judgement will be made about whether the applicant wholly or partially meets the requirements.

*In the event of partial completion of the competencies, the panel will outline which ones still need to be achieved, and preferably what evidence is still required.*

### **Step 3 – notification**

The applicant will be notified of the decision within two months of receiving the application. In the event of partial completion of the course competencies, the panel will outline which competencies still need to be achieved, and preferably how.

Options include :

- Complete further training
- Work with a senior coach/official
- Complete prescribed home study options

Successful applicants for RPL/RCC will receive the appropriate certification, and where appropriate, will be placed on an ASC database.

### **Step 4 – appeal**

The applicant has the right to appeal the RPL/RCC assessment panel's decision, if they believe the decision is unfair, unjust or if the panel has misinterpreted the evidence.

In the case of an appeal, a new assessment panel will be established. The new assessment panel will review all material available and make a decision. The RPL/RCC review assessment panel will notify the applicant of the decision within two months of receiving the appeal.



**I declare that the evidence I have provided is a true and accurate record of my work and life experiences:**

.....  
Signature of applicant Date

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## **Payment**

Applicants must pay a <<\$??>> RPL administration fee.

Amount payable: \$.....

Cheque/money order enclosed payable to: <<provider name>>

Charge my credit card:    Visa    Mastercard    Bankcard

Card no. \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_   Expiry date:.....

Name on card:.....

Signature:.....

.....

**Please contact <<provider name>> if you have any questions about your RPL/RCC application.  
Phone: <<provider phone number>>**

# RPL/RCC Panel Assessment Sheets

Applicant's name:.....

<b>Competencies</b> <<Insert competencies below >>	<b>Evidence Supplied</b>	<b>Validity</b> <i>(is the evidence relevant to the performance criteria?)</i>	<b>Sufficiency</b> <i>(is there enough evidence?)</i>	<b>Authenticity</b> <i>(is the evidence a true reflection of the candidate)</i>	<b>Current</b> <i>(is the evidence recent? obtained within the last four years?)</i>	<b>Comments</b>
	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	
	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	
	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	
	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	
	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	
	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	

<<Note: Continue to insert extra spaces for additional learning outcomes / assessment criteria>>

**All competencies met:** (please tick)

YES

NO (please provide advice to the applicant of what evidence they are still required to supply)

Date of Assessment:.....

Name of Assessor:.....

Position:..... Contact number:.....

<b>Assessor's comments</b>	<b>Recommendations</b>