

# Academic Regulations

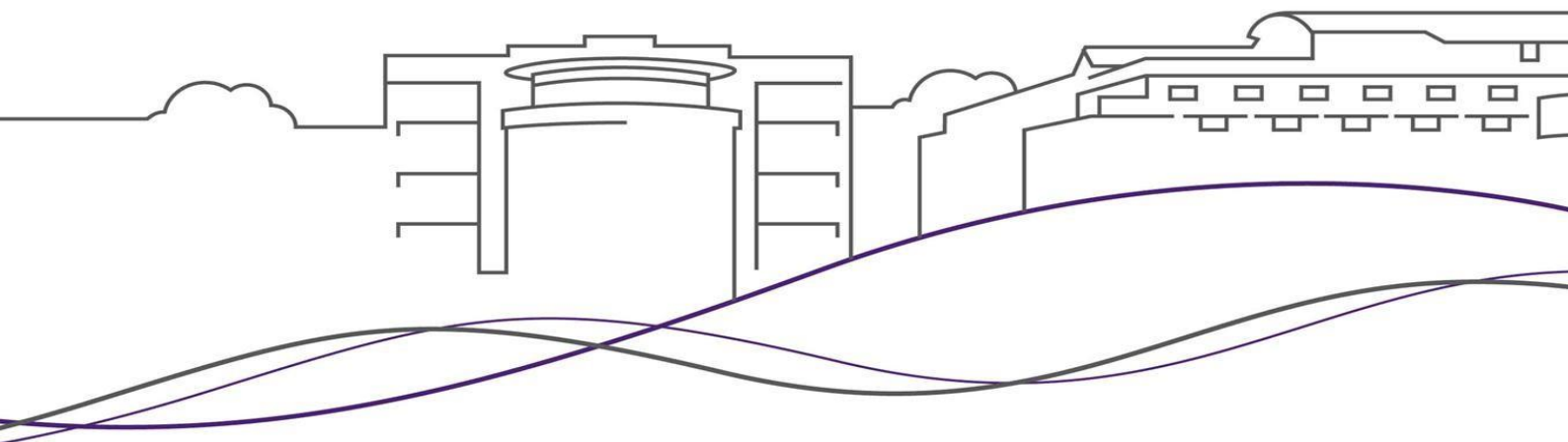


**HIGHER EDUCATION**

## **ADMISSIONS REGULATIONS (HEAR2) v3.0**

For SDC Awards

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# Admissions Regulations

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Version Number: 3.0	Author: A Wilson

The purpose of this academic regulation is to set out the requirements for admission onto Higher Education programmes approved as South Devon College. This regulation includes Accreditation for Prior Learning.

Admissions to all programmes of study at the College are managed under the HE Admissions Policy, and supplementary guidance for Accreditation for Prior Learning

### **Accreditation of Prior Learning**

A student seeking specific credit through Accreditation for Prior Certificated Learning (APCL) or Accreditation for Prior Experiential Learning (APEL) will normally be required to pay a charge as specified in the Fee Policy.

The maximum amount of prior credit which a student may claim towards a South Devon College award, and the minimum credit which must then be studied at the College in relation to specific awards as specified in the table below.

Qualification Type	Maximum APCL/APEL Credit	Credit that must be studied on a South Devon College programme
Cert HE	60	60
HNC	60	60
Foundation Degree	120	120
Dip HE	120	120
Degree without Honours	240	80 credit, including at least 60 at Level 6
Honours Degree	240	120 credits, including at least 60 at Level 6

Students with prior credits awarded by South Devon College should be treated the same as students applying with prior credits from other Higher Education institutions.

A student can claim APCL credit from CPD short courses as well as from named awards.

Decisions on the award of credit are a matter of academic judgement, and are therefore final. The procedure for making an APCL or APEL claim must be set out in the Programme Handbook.

Credit for prior certificated learning which occurred more than eight years ago will not be accepted. Some subject areas may accept only credits awarded more recently than the eight-year deadline. This will be set out in the Programme Handbook. A student may be able to combine outdated (i.e. more than eight years

prior) certificated learning with more recent experiential learning. In this case, the certificated learning should be considered as part of an APEL claim.

Applications for programme credit (credit for earlier stages of a programme) should be made as part of the admissions process prior to registration on a programme. Applications for module credit (credit for a specific module) should be made prior to registration on a module, but may exceptionally be accepted within two weeks of the start of the module. Evidence to support a module credit claim must be submitted by halfway through the module or within 30 days of the application (whichever is the earlier).

A claim for APCL programme credit will not normally be awarded with numerical marks attached unless the College is familiar with the marking scheme and academic standards of the credit-awarding institution. The consequent effect on the calculation of final aggregate marks, as set out in the Award Design, Validation Review and Transcription Regulations, should be made clear in writing to students when the College accepts the prior credits. A claim for APCL module credit will not normally be approved with marks attached unless a student can demonstrate that:

- a) the learning was directly applicable to the module against which the claim was being made; and
- b) the College was familiar with the marking scheme and academic standard of the credit-awarding institution.

APEL claims are subject to the normal academic regulations governing the marking and successful completion of a module. A student who has submitted an assessment for an APEL claim that does not meet the required learning outcomes will either be offered the opportunity to submit an appropriate piece of referred coursework for the module(s), or, exceptionally, the Award Assessment Board may require the student to repeat the module with attendance as a further attempt. Claims for APEL will be examined in line with the standard quality assurance procedures, including external examining where appropriate.

All APCL/APEL decisions must be recorded and clearly identified in all papers considered by Subject Assessment Panels and Award Assessment Boards, and in the student transcript.

The College reserves the right to reject an APCL/APEL claim based on academic judgement and the comparability of marking systems.

## REVISION HISTORY

<b>Ver</b>	<b>Date</b>	<b>Author</b>	<b>Description</b>
1.0	June 17	A Wilson	Conception
2.0	July 19	A Wilson	Addition of L6
3.0	June 20	A Wilson	No changes

## APPROVAL

<b>Ver</b>	<b>Committee</b>	<b>Date Approved</b>	<b>Comments</b>
1.0	AIDB	June 17	Approved
2.0	AIDB	June 19	Approved
3.0	HEAB (Chair)	June 20	Approved