

Credit and Recognition of Prior Learning

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1.0 Purpose

This Policy sets out the principles guiding Griffith University's granting of credit and recognition of prior learning that contributes towards satisfying the requirements for an award of the University.

2.0 Scope

This Policy applies to any award program of the University.

3.0 Policy statement

Griffith is committed to maintaining the integrity of its academic programs and protecting the academic standards and reputation of its awards. Credit is granted within the constraints of this commitment and where program structures and requirements permit. [Credit applications](#) and their assessment are made using fair, transparent, academic and professional decisions in accordance with this policy.

At Griffith, the aim is to:

- facilitate the movement of students between sectors (e.g. VET), other higher education institutions and between programs of various levels
- establish the institutional framework and procedures for the development of credit transfer and articulation agreements between Griffith and other educational institutions, issuing organisations or accrediting authorities
- outline the parameters for determining credit, including the maximum level of credit that can be granted within programs
- provide students with credit towards completing their program based on prior learning, where it can be demonstrated the prior learning and outcomes satisfy the objectives of components of their Griffith program.

4.0 Roles, responsibilities and delegations

The Program Director (or nominee as designated by the Dean):

- determines the credit to be granted, within the provisions of this policy, in response to applications for credit from students admitted or enrolled in the program for which the Program Director is responsible;
- approves whether a credit decision can be applied as a credit precedent to subsequent credit applications;
- approves requests for extension of time limit on credit in appropriate cases;
- approves the withdrawal of credit; and
- advises the Dean on proposed articulation agreements.

The Dean (Learning and Teaching) approves an articulation agreement between Griffith and another institution to document and publicise a specifically approved pathway for progression between a program at the other institution and a Griffith award program, involving specific credit arrangements.

The Senior Manager, Domestic Admissions:

- is responsible for the administration of articulation agreements;
- providing information to potential credit applicants about approved articulation agreements and credit precedents;
- is responsible, indirectly, for a team of University staff who administer the Credit and Recognition of Prior Learning Policy and the Credit and Recognition of Prior Learning Procedures by:
 - guiding applicants through the credit transfer process;
 - arranging for the assessment of credit applications;
 - notifying students of the outcomes of credit applications; and
 - keeping a record of all credit precedents.

5.0 Definitions

Articulation agreement is an agreement between Griffith and another institution to document and publicise a specifically approved pathway for progression between a program at the other institution and a Griffith award program, involving specific credit arrangements.

Credit Precedents is an outcome of a credit decision and is stored in Credit Precedents Database that allows you to find out what credit decisions have been made in the past for previous study.

Credit Precedent Database is the University's central repository of credit precedents and articulation arrangements. It is a web interface for direct and remote browsing by students, staff and outside bodies for administration and marketing purposes.

VET is the Vocational Education and Training sector that partners with industry and government to provide people with workplace skills and technical knowledge.

6.0 Information

Title	Credit and Recognition of Prior Learning Policy
Document number	2023/0000444
Purpose	This Policy sets out Griffith University's position and policy principles for the granting credit and recognition of prior learning that contributes towards satisfying the requirements for an award of the University.
Audience	Staff; Student; Public
Category	Academic
Subcategory	Student Services
Approval date	4 November 2021 (09/2021 meeting)
Effective date	4 November 2021
Review date	2025
Policy advisor	Senior Manager, Domestic Admissions Student Life credit@griffith.edu.au

Approving authority	Academic Committee
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7.0 Related Policy Documents and Supporting Documents

Legislation	Higher Education Standards Framework (Threshold Standards) 2021 Education Services for Overseas Students (ESOS) Act 2000
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Policy	Admission Policy Student Review and Appeals Policy
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Procedure	Admission Procedure Credit and Recognition of Prior Learning Procedure Qualifications Procedure Student Review and Appeals Procedure
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Local protocol	N/A
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Forms	Credit for prior learning application Application for articulation agreement form
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