

RPL Expression of interest

Section 1 – Applicant Details	
Name:	
Contact Tel:	
Address:	
Email:	
Qualification / Course:	Please check ACI Course guide for list of qualifications available for RPL

Section 2 – Application and Declaration		
<div style="margin-bottom: 10px;"><input type="checkbox"/> I Understand what is Recognition of prior learning</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> I wish to apply for Recognition of Prior of Learning for the units of competency/modules listed below this is a expression of interest for initial assessment, I understand I will need to complete an detailed application for enrolment form.</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> I have attached original copies of certificates I have achieved previously from other courses and training providers</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> I will be required to do multiple assessments and interviews</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> I declare that certification documentation supplied is legitimate, true and correct.</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> I understand that the Assessor will verify my certification documentation for validity.</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> I agree to pay the fee of \$300 for document administration and a fee of \$700 per unit of competency</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> I understand that Travel and accommodation for an Assessor to conduct on site assessments (if required) will be added to any assessment fees quoted.</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> I understand that the RPL process is an assessment only process whereby I submit evidence. ACI will count any competency achievement towards any grading in future competency based summative assessments.</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> I understand that there is no training or learning guide provided to me in this process and that I am using this process to fast track my certification.</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> I understand that ACI is not responsible for searching or discovering any information or supporting evidence.</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> I understand that I am responsible to supply all supporting evidence and information required by ACI, and I shall pay any additional search and discovery fees incurred as a result of insufficient evidence being provided.</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> I understand that I shall not be entitled to any refund of fees in the event that I do not meet the competency standards and that any further training and assessments I require shall be at my expense at the current ACI rate.</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> I have supplied a copy of my most recent CV / Resume to demonstrate my industry experience and education.</div> <div style="margin-bottom: 10px;">I, _____ have read the student handbook and understand that if this application is successful that a RPL pack will be provided to me for the relevant units of competency, at a briefing session. I understand that I will only receive RPL for those modules upon successful submission of all requirements as outlined in the RPL Pack for each module.</div>		
<table style="width: 100%;"> <tr> <td style="width: 60%; padding: 5px;">Applicant Signature:</td> <td style="padding: 5px;">Date:</td> </tr> </table>	Applicant Signature:	Date:
Applicant Signature:	Date:	

Section 3 – Workplace Referees who can support my RPL Application

**Referee 1 -
Name and Contact
Details :**

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Name and Contact
Details :**

Qualification in which you are seeking recognition -

Section 4 – Units /Modules Outcome please check [ACI Course guide](#) for list of units

Unit Code

Unit Name

Do you need an interpreter to help you with an interview?

Yes ☐ No ☐

Do you have a disability which we should be aware of?

Yes ☐ No ☐

Will you need special aids if you are required to undertake a practical assessment?		Yes <input type="checkbox"/> No <input type="checkbox"/>	
Please provide details of special needs so that we can assist you if required.			
Current employment			
Are you currently employed?		Yes <input type="checkbox"/> No <input type="checkbox"/>	
If 'yes', in which occupation are you currently employed?			
What is your current job title?			
Who is your current employer?			
How long have you worked in this job approximately?		year/s	month/s
Is this occupation in the same industry as the industry in which you are applying for recognition?		Yes <input type="checkbox"/> No <input type="checkbox"/>	If 'no', go to the next page.
If 'yes', list some of the main tasks you perform as part of your work that you think are relevant to your RPL application. <i>If you have further recent industry experience relevant to your application, please attach another sheet or your current résumé.</i>			
Rate your knowledge and skills against the qualification/industry relevant to your RPL application.			
Knowledge and skills	Yes	No	Possibly
I think my experience is of a high level.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I think I am skilled to do this job.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I know how to do the work tasks well.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I can explain my experience and provide documentary evidence.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have undertaken much of this work without supervision.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Further training			
I have attended training courses in this area of work.	<input type="checkbox"/>	<input type="checkbox"/>	
If 'yes', what training did you undertake? Include date training completed (month, year).			
Is there any further information you wish to give in support of your application?			