

RPL Process Flowchart

A Grade Education and Training (RTO Number: 70235) RPL Process Flowchart Version 1.0 July, 2020



RPL Process Flowchart

Candidate Expresses Interest in RPL

- · Receives RPL kit.
- Completes Self Assessment Checkist to determine units suitable for RPL.
- Completes Evidence Plan for units suitable for RPL.



Candidate Applies for RPL

- Returns RPL Application including:
- Self Assessment Checklist & Evidence Plan
- Qualification Summary
- RPLApplication Evidence
- Makes payment for initial application.



Assessor reviews application

Arranges RPL interview and/or requests further information.



Candidate gathers evidence

- Based on evidence plan and any additional requirements arising out of referee contact.
- Where workplace assessment is unavailable, candidate sources third party verification report/s,



Assessor contacts referees

- Assessor conducts interviews with professional referees.
- Requests additional evidence from candidate if required.



Interview/ Competency Conversation

- Initial assessment decisions occur.
- Decide units suitable for pursuing through RPL.
- Further develop Evidence Plan for all units to be assessed through RPL.
- Make arrangements for practical assessment/further interviews.



Further interviews/workplace assessments

- Candidate provides written evidence as per Evidence Plan.
- · Final RPL assessment decision.



Gap Training if required

 i.e. if there are units that are not achieved through RPL, develop a training plan.



Qualification or Statement of Attainment is issued.

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