



Recognition of Prior Learning Factsheet

CHARTERED MANAGER DEGREE APPRENTICESHIP (CMDA) R22

If you have prior learning completed at the same academic level as OU modules, we may be able to award you credit exemption towards an OU apprenticeship programme: this could reduce the number of OU modules you have to study to complete your apprenticeship programme. You need to decide which apprenticeship programme you wish to study for with us before you can apply for recognition of prior learning (RPL).

There are two types of RPL offered:

RPCL – Recognition of prior certificated learning (credit transfer)

RPEL – Recognition of prior experiential learning

This factsheet tells you about RPCL (credit transfer) and RPEL into this particular OU programme.

Please note that:

- We can only confirm how much credit you can be awarded once you have made a formal application which has been considered by an OU assessor.
- Your prior learning must be at the same academic level. For RPCL (credit transfer), your prior learning must carry at least as many credits, as the OU study from which you are to be exempted. More details about credit points and levels can be found on our website at www.open.ac.uk/credit-transfer.
- We will award you as much credit as possible, but the amount of credit you can be awarded depends on several factors (such as the number of credits you have already achieved and how closely your prior learning matches the learning outcomes of the OU modules and the criteria of the apprenticeship standard).
- Confirmation of the duration of the apprenticeship programme following an award of RPL will be subject to a discussion with your Apprenticeship Programme Delivery Manager who will advise on the potential impact of RPL.

RPL towards the Chartered Manager Degree Apprenticeship (Programme Code: R22)

Maximum RPL available towards this qualification

The maximum number of credits that can be awarded towards this programme are shown in the table below. The actual number of credits that you are awarded will be determined when your application for RPCL (credit transfer) and/or RPEL has been assessed and may be less than the maximum shown below. Towards this programme, credit is awarded in multiples of 60 credits. Credit for RPL cannot be awarded against the final stage of the programme and the end point assessment for the apprenticeship programme.

Total number of credits required for this qualification	360 credits
Maximum RPL total	240 credits
Maximum RPCL (credit transfer)	240 credits
Maximum RPEL (against module BXY130)	60 credits
Minimum number of OU credits to be completed if awarded the maximum RPL total	120 credits

Age of previous study

For this programme we can consider the following:

RPCL (credit transfer) – prior learning completed up to 16 years ago

RPEL – prior learning/experience up to 5 years ago.

We will calculate the age of your prior learning using the date we receive your completed application with all required supporting evidence.

Study for which you could be awarded RPCL (credit transfer)

You can apply for RPCL (credit transfer) towards this OU programme if you have any of the eligible prior learning shown on our website www.open.ac.uk/credit-transfer. When we assess your application, we will look at how similar your prior learning is to the OU modules in this programme.

How much credit you are awarded is likely to depend in part on how closely the subjects of your prior learning match the learning outcomes of the OU modules and the criteria of the apprenticeship standard. If your prior learning is in an unrelated subject area, we will not be able to award you RPCL (credit transfer) towards this programme. To read about the subjects covered in this programme visit the [programme description](#).

What do I need to provide with my application?

Every application for RPCL (credit transfer) must be supported by official evidence, usually in the form of an academic transcript and/or a certificate. Please see the application form for more information about the evidence you will need to provide.

You will also need to provide syllabus information/learning outcomes so that the academic expert can map how closely your prior learning matches that of the OU modules in the programme. Your academic transcript will provide a list of the modules or units you have completed, but syllabus information provides a detailed description of the content of each of those modules, often about a paragraph per module/unit. If you do not provide syllabus information, we will be unable to assess your application.

Study for which you could be awarded RPEL

You can apply for RPEL against the module BXY130 within this programme if through your work-place management and professional experience you can demonstrate learning against the Knowledge, Skills and Behaviour requirements (KSBs) of the CMDA Standard relevant to this module. Prior experiential learning will be assessed through the submission of an RPEL Application form and supplementary evidence.

For more information about RPEL against module BXY130 please speak to your Apprenticeship Programme Delivery Manager.

Unique study

For each OU programme, you must include an amount of OU study that is unique to that particular programme (credit from study completed at the OU which has not previously been counted towards another OU programme). Full details are given in the Regulations section of the [programme description](#).

Further information

You should read this RPL factsheet in conjunction with the [programme description](#) which

- contains the regulations specific to this OU programme
- gives information on the structure of your chosen OU programme

If you require a version of these notes in an alternative format, such as large print, please contact us credit-transfer@open.ac.uk

This factsheet has been prepared by the Credit Transfer Centre, The Open University, PO Box 80, Milton Keynes, MK7 6AS

If you would like to discuss your application for RPL please contact your Apprenticeship Programme Delivery Manager. Please note that they will be unable to advise you how much you could be awarded before your application has been formally assessed.

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