

# Credit Arrangements Policy

## Navitas Professional Institute

### Document

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### Version Control

<b>Issue Date:</b>	<b>Summary of Changes</b>	<b>Review Date</b>
1 May 2008	New policy	May 2013
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12 August 2013	Minor updated to amend Schedule A	June 2017
22 October 2013	Minor update to amend Schedule A	June 2017
3 April 2013	Minor update to rebadge for CRICOS compliance following SVP	June 2017
8 August 2014	Minor update to reflect recent VET articulation to SoC courses	June 2017
1 March 2015	Update Part 6.3, Schedule A and Terminology	June 2017
1 June 2015	Update Schedule A; School of Counselling & School of Psychological Sciences articulations. Moved to new template, v7.7	June 2017
10 November 2015	Update Schedule A; School of Psychological Sciences articulations with University of Southern Queensland	June 2017
28 January 2016	Update Schedule A; Bachelor of Criminology and Justice articulations from Diploma of Youth Work	June 2017
7 November 2016	Minor update to Schedules A & B School of Psychological Science's credit arrangements.	June 2017
31 January 2017	Update Schedule A: School of Counselling articulations from VET Diploma of Counselling CHC51015. Endorsed by the Learning and Teaching Committee on 31 Jan 2017. Update of template to reflect NPI divisional parent changes effective 21 Dec 2016. Minor changes in Related Documents to update forms and related hyperlinks.	June 2017

### Attachments

Schedule A. Public Register of Current Articulation and Common Credit Transfer Arrangements

Schedule B. Course Credit Limitations

# Credit Arrangements Policy

## 1. Purpose and Scope

The Navitas Professional Institute and its Colleges, ACAP and NCPS, support the goals of lifelong learning and acknowledge the need for clear and effective credit arrangements to increase opportunities for students to access education, improve student mobility between sectors and institutions, and increase the pathways into and between qualifications.

This policy outlines the principles and procedures for the recognition of an individual's prior learning and experience through the awarding of credit towards an ACAP or NCPS course through credit transfer, recognition of prior learning (RPL) or articulation.

This policy applies to current and prospective vocational education and training (VET) and higher education coursework students seeking credit towards a College AQF recognised course program for prior or concurrent learning from other courses of the College or other institutions and workplaces.

## 2. Policy

### 2.1. Statement of Commitment

College credit arrangements shall:

- have regard to maximising the credit that students can gain for learning already undertaken, subject to preserving the integrity of learning outcomes and/or discipline requirements of the award qualification to which the credit applies,
- have regard to enhancing student progression into and between AQF qualifications,
- comply and be consistent with applicable Australian laws, regulations and standards, including those enunciated in the VET Quality Framework, Higher Education Standards Framework and Australian Qualifications Framework,
- recognise learning for different types of learning and/or qualifications taking into account the comparability and equivalence of the learning outcomes, volume of learning, program of study including content, and learning and assessment approaches to the learning required for the applicable academic program,
- recognise accredited AQF Higher Education and Vocational Education and Training (VET) qualifications, including VET statements of attainment issued by any Australian commonwealth, state or territory authorised issuing organisation (or comparable international equivalents),
- recognise the multiple pathways that students take to gain AQF qualifications,
- recognise that learning can be formal, non-formal or informal, though not all of these may be applicable to all forms of credit, and
- support the development of pathways in qualifications design.

The College may award credit in the form of block, specified or unspecified credit through credit transfer, recognition of prior learning or articulation in accord with this policy.

Determining the awarding of credit requires academic judgement based on appropriate evidence provided by the individual seeking credit. Staff determining the granting of credit must ensure the decision concerning the granting of credit into or towards an award is information based, equitable, transparent, timely and academically defensible.

### 2.2. Credit Transfer

The College may award credit through credit transfer to an individual who has completed prior formal learning based on identified equivalence in content and learning outcomes between matched officially accredited qualifications or programs of learning.

The individual does not have to have completed the initial matched qualification for the credit assessment outcomes to be applied towards the destination matched qualification, i.e. credit is for the quantum of formal learning achieved, not only for a qualification achieved.

The quantum of any credit to be award must accord with this policy and attached schedules.

### **2.3. Recognition of Prior Learning (RPL)**

The College may award credit through Recognition of Prior Learning (RPL) for a higher education level unit on the basis of either:

- prior formal learning, or
- a combination of prior formal learning with prior non-formal and/or informal learning.

Professional accreditation guidelines for some of College academic programs require placement and supervision to be delivered as integral units within the course. In these programs, RPL will not be approved.

For placement units in courses without professional accreditation, RPL may be approved, consistent with this policy.

The Head of VET ensures RPL for vocational education and training courses:

- meets the requirements of the relevant Training Package or VET accredited course, and
- is conducted in accordance with the principles of assessment and the rules of evidence, and
- meets workplace and, where relevant, regulatory requirements, and
- is systematically validated, and
- is recorded as RPL in most instances (Note: Credit transfer for training credit for a specified Unit of Competency previously completed by a VET RPL participant shall normally be recorded as advanced standing).

The College reserves the right to apply administrative processing and/or assessment charges to applications for credit through RPL towards a VET unit of competency, and/or course. Information on charges will be published on the applicable application form.

In the case of assessing RPL for informal learning, the College may require the applicant to undertake tasks, which enable their learning outcomes to be assessed.

### **2.4. Register of Current Articulation and Common Credit Transfer Arrangements**

NPI (ACAP, NCPS) shall maintain a public register of current established College articulation and common credit transfer arrangements. This Register shall be attached to this policy as *Schedule A*.

Individuals who have successfully completed the requirements of a current articulation or common credit transfer arrangement listed in *Schedule A* may be awarded admission and/or credit transfer through the arrangement in a defined qualification pathway

For current College articulation or common credit transfer arrangements, specified, block or unspecified credit will be granted to an individual consistent with the arrangement described in *Schedule A* according to the following principles:

- the quantum of credit granted is determined by the specified articulation or common credit transfer arrangement, and
- the individual must have fully satisfied all terms of the specified articulation or credit transfer arrangement to be granted credit based on the arrangement.

The granting of credit through an articulation or credit transfer arrangement does not preclude any further institutional or individual student negotiations for additional credit.

### **2.5. Establishment of College Articulation and Common Credit Transfer Arrangement**

NPI (ACAP, NCPS) may systematically establish formalised, time-bound, articulation arrangements and/or common credit transfer arrangements between accredited qualifications of NPI (ACAP, NCPS) and other authorised issuing organisations.

These may be across AQF qualifications at the same level, as well as between qualifications at different levels. They are established based on agreed relativities between qualifications and/or the way in which the discipline areas of two qualifications are suited to articulation. This takes into account:

- whether the articulation or credit transfer arrangement will result in a logical sequential qualification pathway for entry into and/or credit transfer towards the same or a higher level AQF qualification
- the comparability and equivalence of the learning outcomes, volume of learning, program of study (including content), and learning and assessment approaches, and
- College credit arrangements policy commitments communicated at Section 5.1.

When establishing articulation or credit transfer arrangements for individuals towards higher level AQF qualifications in the same or a related discipline, the following shall be used as a basis of negotiations:

- 50% credit for an Advanced Diploma or Associate Degree linked to a 3 year Bachelor Degree
- 37.5% credit for an Advanced Diploma or Associate Degree linked to a 4 year Bachelor Degree
- 33% credit for a Diploma linked to a 3 year Bachelor Degree, and
- 25% credit for a Diploma linked to a 4 year Bachelor Degree.

## **2.6. Credit Limitations**

The following credit limitations governing appropriate and relevant credit apply to College courses.

- Credit may be used for entry into, and/or partial fulfilment of the requirements of a higher education qualification to a maximum of 60 per cent of the qualification requirements, subject to any credit limitations that may apply to the course. The list of Course Credit Limitations is attached to this policy as Schedule B.
- Credit may be used for entry into and/or partial or total fulfilment of the requirements for completion of a VET qualification.

# 3. Procedures

## **3.1. Procedure for Applying for Credit**

Applications for Credit/RPL should be submitted at the time of seeking admission into, or shortly before commencing an ACAP or NCPS course. Applications for Credit/RPL may also be submitted at any time while studying with the College, except applications that relate to credit for cross-institutional or student exchange study (refer to Section 6.2).

Applications for Credit/RPL must be lodged to the appropriate School or VET as instructed on the applicable application form (as specified in the Student Handbook) and be accompanied with sufficient, relevant, current and authentic evidence to facilitate a decision.

An applicant seeking credit through credit transfer or recognition of prior learning is required to demonstrate through the evidence supplied with their application that their prior learning is equivalent to the required learning outcomes of the specific College course /unit of competency for which they are seeking credit. This includes equivalence in terms of learning outcomes, volume of learning, program of study (including content), and learning and assessment approaches.

An applicant seeking credit through an articulation or common credit transfer arrangement is required to demonstrate through the evidence supplied with their application that they have fully satisfied all terms of the arrangement.

Individuals applying for credit are required to indicate, as instructed on the applicable Credit/RPL application form, their intended acceptance of any awarded credit being applied to their College academic record. International students should be aware that the award of credit may affect their student visa entitlements where it shortens the required duration of study for the course.

Applications for credit received by the College will be assessed by appropriately qualified College staff member(s) on a case-by-case basis. The assessment outcome will be notified to the applicant as advised on the Application form. Assessment outcomes may be appealed in accordance with *College Academic Grievances, Complaints and Appeals Policy and Procedures*.

## **3.2. Cross-Institutional (including Student Exchange) Study**

Approval of credit towards an enrolled ACAP or NCPS course for cross-institutional study, (i.e. study at another institution that is concurrent with the student's enrolment at ACAP or NCPS) must be obtained from ACAP or NCPS before the cross-institutional study or student exchange is commenced. This approval can be sought by submitting the appropriated application form as specified in the Student Handbook, accompanied with sufficient, relevant, current and authentic evidence to facilitate a decision.

Approval for credit for cross-institutional study may only be granted in the following circumstances:

- the content in the selected competency/module/unit(s) is not provided at ACAP or NCPS at any time during the relevant academic year, or
- the selected competency/module/unit(s) are part of an approved student exchange program, or
- there are, in the opinion of an appropriately authorised ACAP or NCPS officer, sound educational or personal reasons, or
- the credit is in relation to a cross-institutional agreement or other formalised arrangement between ACAP or NCPS and another appropriately authorised registered training provider (RTO) or higher education provider (HEP), or
- in other circumstances approved by the Head of School or VET, or Dean.

### **3.3. Recording of awarded Credit**

Specified, unspecified or block credit awarded to a student towards studies with ACAP or NCPS will be recorded on the student's academic record and assigned the applicable grade as follows:

#### Higher Education courses

- Credit awarded through credit transfer, RPL or articulation will be assigned the grade of 'Advanced Standing'.

#### VET courses

- Credit awarded through credit transfer, including via an articulation or credit transfer arrangement, towards a VET unit of competency or module will be assigned the grade of 'Competent'.
- VET applications for RPL towards one or more unit of competencies will be recorded in the College Student System.
- Credit awarded in connection with a VET applications for RPL will be assigned the result of 'RPL – Competent', except where the credit is awarded for a matched unit of competency from a VET training package or accredited course which will be assigned the grade of 'Competent'. An unsuccessful RPL application for a unit of competency will be assigned an administrative code 'RPL –not granted'.

Credit awarded by ACAP or NCPS will not be given a mark and will not be included in ACAP's or NCPS's calculation of Grade Point Averages.

Credit awarded to an international student who is still to commence study with ACAP or NCPS will also be recorded in the Australian Government's international student management system (PRISMS) and on the Confirmation of Enrolment which is issued to the international student before the student visa is granted.

Credit awarded to an international student that has commenced studies with ACAP or NCPS will also be recorded in PRISMS as required under Section 19 of the ESOS Act. Where the award of credit shortens the required duration of study for the course, ACAP or NCPS is required to adjust the international student's course completion date in PRISMS. This may affect the international student's visa entitlements.

### **3.4. Where awarded Credit contributes only towards partial completion of a specified ACAP or NCPS unit, subject or module**

Where awarded credit to an individual contributes only towards partial completion of a specified ACAP or NCPS unit, subject or module, the individual is required to enrol in, pay the full tuition fee of, and successfully complete the remaining portion of the applicable unit, subject or module.

Where awarded credit to an individual contributes only towards partial completion of a specified ACAP or NCPS unit, subject or module a note will be recorded in the student's file. Upon successful completion of the remaining portion of the module or unit the student will be awarded the relevant ACAP or NCPS academic grade (e.g., Competent, Pass, Credit, Distinction) based on her or his academic performance in the remaining portion of the module or unit.

## **4. Responsibilities**

College executive and management staff are responsible for assisting in ensuring the effectiveness of the implementation of this policy, including ensuring NPI employees in their supervision are aware of this policy and their responsibilities as defined herein.

College employees and representatives are responsible for being aware of, and complying, with this policy.

## 5. Definitions

Unless the contrary intention is expressed in this policy, the following words (when used in this policy) have the meaning set out below:

**Academic staff / teaching staff** refers to permanent and casual employees engaged in teaching and assessment of courses at the institution.

**AQF:** Australian Qualifications Framework.

**Articulation Arrangement:** An articulation arrangement enables students to progress from one completed qualification to another with admission and/or credit in a defined qualification pathway. See also credit transfer.

**Block Credit:** Block credit is a form of credit granted towards whole stages or components of an officially accredited qualification or program of learning.

**Credit:** Credit is the value assigned for the recognition of equivalence in content and learning outcomes between different types of learning and/or qualifications. Credit reduces the amount of learning required to be undertaken to achieve a qualification and may be attained through credit transfer, recognition of prior learning or articulation.

**Credit Transfer:** Credit transfer is a process that provides students with agreed and consistent credit outcomes for components of an officially accredited qualification or program of learning based on identified equivalence in content and learning outcomes between matched qualifications.

**Credit Transfer Arrangement:** A credit transfer arrangement defines the availability of credit transfer from one qualification to another.

**Formal Learning:** Formal learning is the learning that takes place through a structured program of learning that leads to the full or partial attainment of an officially accredited qualification.

**Informal Learning:** Informal learning is learning gained through work, social, family, hobby or leisure activities and experiences. Unlike formal and non-formal learning, informal learning is not organised or externally structured in terms of objectives, time or learning support.

**Institution (the)/College (the)** means the Navitas Professional Institute and its colleges (see registration information below).

**International student/ Overseas student** means a student required to hold a student visa for study in Australia.

**Non-formal Learning:** Non-formal learning refers to learning that takes place through a structured program of learning but does not lead to an officially accredited qualification.

**Recognition of Prior Learning (RPL):** RPL is an assessment process that involves assessment of the individual's relevant prior learning to determine the credit outcomes of an individual's application for credit.

**Specified Credit:** Specified credit is a form of credit granted towards core and/or specified components of an officially accredited qualification or program of learning.

**Unspecified Credit:** Unspecified credit is a form of credit that may be granted towards elective components of an officially accredited qualification or program of learning.

**Unit** means a unit of study in a higher education course or a unit of study, subject, module and/or unit of competency in a vocational education and training course.

## 6. Review

This policy is reviewed at a minimum of every 5 years by the policy owner (or designate) to ensure alignment to appropriate strategic direction and its continued relevance to Navitas' current and planned operations. The next scheduled review of this document is listed in the Version Control section on Page 1.

## 7. Records

### 7.1. Publicly available registers and other schedules related to this policy

The Director, Business Services (or designate) is responsible for:

- o maintaining a secure electronic Register of current and former College articulation and common credit transfer arrangements (which are recorded on agreements, memorandum of understanding and other like authorised documentation), and
- o advising the Director Quality and Accreditation of changes to this Register to be reflected in Schedule A of this policy.

The Director, Quality and Accreditation (or designate) is responsible for:

- o maintaining the public schedules of NPI (ACAP, NCPS) Current Articulation and Common Credit Transfer Arrangements and Course Credit Limitations, and
- o advising the Registrar of any changes required to be reflected in Schedule A or B attached to this policy.

The Registrar (or designate) is responsible for:

- o ensuring the currency of this policy and policy schedules, and
- o ensuring the current version of this policy and the related Schedules A and B are publically available via the ACAP and NCPS websites.

### 7.2. Privacy, security and retention of records in relation to this policy

Records in relation to this policy will be managed in accordance with College's *'Privacy of Student Personal Information Policy'* and *'Records Management Policy'*.

## 8. Related documents

NPI (ACAP, NCPS) Register of Current Articulation and Common Credit Transfer Arrangements; [Privacy of Student Personal Information Policy](#); Records Management Policy; Course application forms; Student Guides; [Student Handbook](#); Credit/RPL Application Forms including the ACAP [Credit Application \(Higher Education\)](#) form; [ACAP Outbound Student Exchange Application form](#) (Higher Education); ACAP [Credit Transfer Application \(Vocational Education & Training\)](#) form; ACAP [RPL Application \(Vocational Education & Training\)](#); [NCPS Application for Credit Transfer or Admission with Advanced Standing form](#).

## 9. Related legislation

Higher Education Support Act 2003; Tertiary Education Quality and Standards Agency Act 2011; National Vocational Education and Training Regulator Act 2011; Education Services for Overseas Students (ESOS) Act 2000 and National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007; and associated Commonwealth and State legislation; Australian Qualifications Framework.

## Registration Information

The Navitas Professional Institute is a group of colleges in the Navitas Careers and Industry Division, Navitas Limited these colleges being the Australian College of Applied Psychology (ACAP), Navitas College of Public Safety (NCPS), and Health Skills Australia (HSA). Navitas Professional Institute Pty Ltd (NPI Pty Ltd), ABN 94 057 495 299, National CRICOS Provider Code 01328A, TEQSA HE Provider Registration Code 12009, RTO 0500. Health Skills Australia Pty Ltd ABN 53 123 479 201, RTO 21646.

## Schedule A. Public Register of Current Articulation and Common Credit Transfer Arrangements

Articulating From		Articulating To		Nature of articulation / Volume of recognised credit
Course <sup>1</sup>	Provider	Course	Provider	
<b>Articulation Arrangements in connection with Direct Entry English Pathways to ACAP and NCPS courses</b>				
Academic English 3	<ul style="list-style-type: none"> <li>• ACL<sup>2</sup></li> <li>• ACL Sydney English Centre<sup>2</sup></li> <li>• Navitas English<sup>2</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Undergraduate and Postgraduate higher education courses</li> <li>• Vocational education and training (VET) courses<sup>3</sup></li> </ul>	ACAP or NCPS	Eligible for admission – <i>subject to meeting other admission criteria and comparable IELTS indicated below:</i> Courses requiring IELTS 6.0: overall pass 60% in Academic English Level 3 Courses requiring IELTS 6.5: overall pass 65% in Academic English Level 3 Courses requiring IELTS 7.0: overall pass 70% in Academic English Level 3
	Hawthorn-Melbourne			
<b>Articulation and Credit Transfer Arrangements to ACAP School of Counselling courses</b>				
CHC51712 Diploma of Counselling <sup>4</sup>	ACAP	<ul style="list-style-type: none"> <li>• Associate Degree of Applied Social Science</li> <li>• Bachelor of Applied Social Science</li> </ul>	ACAP	Eligible for admission and specified credit for 8 standard units
		<ul style="list-style-type: none"> <li>• Bachelor of Counselling (formerly Bachelor of Applied Social Science (Counselling))<sup>4</sup></li> <li>• Bachelor of Counselling (Coaching)(formerly Bachelor of Applied Social Science (Coaching))</li> </ul>		Eligible for admission and specified credit for 8 standard units ( <i>Subject to meeting other admission criteria</i> ) <sup>4</sup>
CHC52008 Diploma of Community Services (Case Management) <sup>5</sup>		<ul style="list-style-type: none"> <li>• Associate Degree of Applied Social Science</li> <li>• Bachelor of Applied Social Science</li> </ul>		Eligible for admission and specified credit for 8 standard units
		<ul style="list-style-type: none"> <li>• Bachelor of Counselling (formerly Bachelor of Applied Social Science (Counselling))<sup>4</sup></li> <li>• Bachelor of Counselling (Coaching)(formerly Bachelor of Applied Social Science (Coaching))</li> </ul>		Eligible for admission and specified credit for 8 standard units ( <i>Subject to meeting other admission criteria</i> ) <sup>5</sup>
CHC51015 Diploma of Counselling		<ul style="list-style-type: none"> <li>• Bachelor of Counselling</li> <li>• Bachelor of Counselling (Coaching)</li> <li>• Bachelor of Applied Social Science</li> <li>• Associate Degree of Applied Social Science</li> </ul>		8 x credit point units as specified by the School

Articulating From		Articulating To		Nature of articulation / Volume of recognised credit
Course <sup>1</sup>	Provider	Course	Provider	
<ul style="list-style-type: none"> <li>• Graduate Diploma of Psychological Sciences (currently enrolled transferring students)</li> <li>• Bachelor of Psychological Sciences (graduates)</li> </ul>	ACAP	Graduate Diploma of Counselling	ACAP	Eligible for admission ( <i>Subject to meeting other admission criteria</i> )
<ul style="list-style-type: none"> <li>• Graduate Diploma of Counselling</li> <li>• Master of Applied Social Science (Counselling) (currently enrolled transferring students that have completed six units in the Master of Applied Social Science (Counselling))</li> </ul>	ACAP	Master of Counselling and Psychotherapy	ACAP	Eligible for admission and specified credit for 8 pre-specified units (inclusive of Advanced Placement and Supervision 2 (COUN6231) and 2 elective units)
Graduate Diploma of Counselling	Higher Education Providers			Eligible for admission and specified credit for 8 pre-specified units (inclusive of Advanced Placement and Supervision 2 (COUN6231) and 2 elective units)
Bachelor of Social Work (Honours)	ACAP			Eligible for admission and specified credit for 8 specified units
AASW accredited four year Bachelor of Social Work (Honours)	Australian registered Higher Education Providers (or equivalent)			Eligible for admission and specified credit for 8 units
APAC accredited fourth year Bachelor of Psychological Sciences (Honours)				Eligible for admission and specified credit for 8 units
<ul style="list-style-type: none"> <li>• Master of Social Work</li> <li>• Master of Social Work (Qualifying)</li> </ul>	ACAP			Eligible for admission and specified credit for 6 units
<b>Articulation and Credit Transfer Arrangements from ACAP School of Counselling courses to postgraduate courses</b>				
Bachelor of Applied Social Science(Management) <sup>6</sup>	ACAP	Master of Business Administration	University of Southern Queensland	Eligible for admission ( <i>Subject to meeting required other admission criteria</i> )
Master of Applied Social Science(Management) <sup>6</sup>		Doctor of Business Administration		
Master of Counselling and Psychotherapy	ACAP	Doctor of Business Administration	University of Southern Queensland	

Articulating From		Articulating To		Nature of articulation / Volume of recognised credit
Course <sup>1</sup>	Provider	Course	Provider	
		Doctor of Professional Studies		Up to 4 units of unspecified credit is available. This will be based on completed postgraduate studies and experience, and subject to meeting USQ entry requirements: <ul style="list-style-type: none"> <li>• MBA or any Masters degree and 5 years' experience; or</li> <li>• Bachelor with Honours or Masters degree and 5 years' experience in their field;</li> <li>• English language requirements.</li> </ul>
<b>Articulation and Credit Transfer Arrangements for ACAP School of Psychological Sciences courses</b>				
Graduate Certificate in Elite Athlete Mentoring	ACAP	Bachelor of Psychological Science	ACAP	Eligible for admission and specified credit for up to 8 standard non-psychology units. Credit transfer will be assessed on a case-by-case basis on application, consistent with NPI's Credit Arrangements Policy, including the associated Course Credit Limitations set out in <i>Schedule B</i> of this policy.
<ul style="list-style-type: none"> <li>• CHC52008 Diploma of Community Services (Case Management) (formerly CHC50902)<sup>5</sup></li> <li>• CHC52712 Diploma of Counselling (formerly CHC51808)<sup>5</sup></li> <li>• Bachelor of Applied Social Science</li> <li>• Bachelor of Counselling (formerly Bachelor of Applied Social Science(Counselling))</li> <li>• Bachelor of Applied Social Science(Management)<sup>6</sup></li> <li>• Bachelor of Counselling (Coaching) (formerly Bachelor of Applied Social Science(Coaching))</li> </ul>				
APAC 3 year accredited sequence in Psychology with a minimum credit average in second and third year psychology units	ACAP and other equivalent APAC accredited courses of Australian registered Higher Education Providers (or equivalent)	<ul style="list-style-type: none"> <li>• Bachelor of Psychological Science</li> <li>• Graduate Diploma of Psychological Science</li> <li>• Bachelor of Psychological Science (Honours)</li> <li>• Graduate Diploma of Psychology</li> </ul>	ACAP	Eligible for admission and may be eligible for up to 50% of specified credit towards course. Credit transfer will be assessed on a case-by-case basis on credit application, consistent with NPI's Credit Arrangements Policy including the associated Course Credit Limitations set out in <i>Schedule B</i> of this policy.

Articulating From		Articulating To		Nature of articulation / Volume of recognised credit
Course <sup>1</sup>	Provider	Course	Provider	
Graduate Diploma of Professional Psychology with a minimum Distinction grade average		Master of Psychology (Clinical)		Eligible for admission and may be eligible for specified credit for up to 8 standard units ( <i>Some additional requirements may apply</i> ) Credit transfer will be assessed on a case-by-case basis on credit application, consistent with NPI's Credit Arrangements Policy including the associated Course Credit Limitations set out in <i>Schedule B</i> of this policy.
<ul style="list-style-type: none"> <li>• Bachelor of Psychological Science (Honours)</li> <li>• Master of Psychology (Clinical)</li> </ul>	ACAP	PhD	University of Southern Queensland	Eligible for admission ( <i>Subject to meeting USQ entry requirements</i> ): <ul style="list-style-type: none"> <li>• Bachelor (Honours) degree with First Class Honours; or Second Class Honours (Division A) or equivalent; or</li> <li>• a Masters degree (with a research component);</li> <li>• English language requirements.</li> </ul>
<b>Articulation and Credit Transfer Arrangements for ACAP School of Social Work courses</b>				
CHC51712 Diploma of Counselling <sup>5</sup>	ACAP	Bachelor of Social Work <sup>7</sup>	ACAP	Eligible for admission and specified credit for 6 standard units.
CHC52008 Diploma of Community Services (Case Management) <sup>5</sup>				Eligible for admission and specified credit for 8 standard units.
<ul style="list-style-type: none"> <li>• Bachelor of Applied Social Science (Management)<sup>6</sup></li> <li>• Bachelor of Applied Social Science (Coaching)</li> </ul>	ACAP	Bachelor of Social Work <sup>7</sup>	ACAP	Eligible for admission and up to 25% of specified credit towards course. Credit transfer will be assessed on a case-by-case basis on course application, consistent with NPI's Credit Arrangements Policy including the associated Course Credit Limitations set out in <i>Schedule B</i> of this policy.
<ul style="list-style-type: none"> <li>• Bachelor of Psychological Science (currently enrolled transferring students)</li> <li>• Bachelor of Psychological Science (Honours) (currently enrolled transferring students)</li> </ul>	ACAP	<ul style="list-style-type: none"> <li>• Bachelor of Social Work<sup>7</sup></li> <li>• Bachelor of Social Work (Honours)<sup>7</sup></li> </ul>	ACAP	Eligible for admission and up to 50% of specified credit towards course. Credit transfer will be assessed on a case-by-case basis on application, consistent with NPI's Credit Arrangements Policy.

Articulating From		Articulating To		Nature of articulation / Volume of recognised credit
Course <sup>1</sup>	Provider	Course	Provider	
<ul style="list-style-type: none"> <li>• Bachelor of Applied Social Science</li> <li>• Bachelor of Counselling</li> <li>• Bachelor of Counselling (Coaching)</li> </ul>	ACAP	Bachelor of Social Work <sup>7</sup>	ACAP	Eligible for admission and up to 50% of specified credit towards course (up to 16 standard units). Credit transfer will be assessed on a case-by-case basis on course application, consistent with NPI's Credit Arrangements Policy including the associated Course Credit Limitations set out in <i>Schedule B</i> of this policy.
AASW accredited Bachelor of Social Work and Bachelor of Social Work (Honours) accredited programs (current enrolled students still to complete course)	Australian registered Higher Education Providers (or equivalent)			Eligible for admission and up to 50% of specified credit towards course (up to 16 standard units). Credit transfer will be assessed on a case-by-case basis on credit application, consistent with NPI's Credit Arrangements Policy including the associated Course Credit Limitations set out in <i>Schedule B</i> of this policy.
Bachelor and Bachelor (Honours) courses in cognate area (e.g. social sciences, psychology, community work, nursing, allied health, counselling) (current enrolled students still to complete course)				
Graduate Diploma (Human Services)	Swinburne VIC	Master of Social Work (Qualifying) <sup>8</sup>	ACAP	Eligible for admission and up to 25% of specified credit towards course. Credit transfer will be assessed on a case-by-case basis on credit application, consistent with NPI's Credit Arrangements Policy, including the associated Course Credit Limitations set out in <i>Schedule B</i> of this policy.
Graduate Diploma in Human Services	Australian Catholic University			
Graduate Diploma in Health and Human Services	University of Tasmania			
Graduate Diploma in Clinical Counselling	Australian Catholic University			
Master of Clinical Counselling	University of New England			
Other Graduate Diploma courses in cognate area (e.g. human services; health and human services or clinical counselling)	Australian registered Higher Education Providers (or equivalent)			
Bachelor (Honours) courses in cognate area (e.g. social sciences, psychology, community work, nursing, allied health, counselling) with evidence of one year of successful full-time	Australian registered Higher Education Providers (or equivalent)	Master of Social Work (Qualifying) <sup>8</sup>	ACAP	Eligible for admission and up to 25% of specified credit towards course. Credit transfer will be assessed on a case-by-case basis on credit application, consistent with NPI's Credit Arrangements Policy,

Articulating From		Articulating To		Nature of articulation / Volume of recognised credit
Course <sup>1</sup>	Provider	Course	Provider	
undergraduate study in social sciences (or equivalent)				including the associated Course Credit Limitations set out in <i>Schedule B</i> of this policy.
<ul style="list-style-type: none"> <li>• Graduate Diploma of Counselling</li> <li>• Graduate Diploma of Applied Social Science</li> <li>• Graduate Diploma of Psychology</li> <li>• Graduate Diploma of Psychological Science</li> <li>• Bachelor of Psychological Science</li> <li>• Bachelor of Psychological Science (Honours)</li> <li>• Graduate Diploma of Professional Psychology</li> <li>• Master of Applied Social Science (Counselling)</li> <li>• Master of Applied Social Science (Management)</li> <li>• Master of Applied Social Science</li> <li>• Master of Clinical Psychology</li> </ul>	ACAP	Master of Social Work (Qualifying) <sup>8</sup>	ACAP	Eligible for admission and up to 25% of specified credit towards course. Credit transfer will be assessed on a case-by-case basis on course application, consistent with NPI's Credit Arrangements Policy and associated Course Credit Limitations set out in <i>Schedule B</i> of this policy.
Bachelor of Social Work (Honours)	ACAP	Master of Social Work	ACAP	Eligible for admission and up to 12.5% of specified credit towards course. Credit transfer will be assessed on a case-by-case basis on course application, consistent with NPI's Credit Arrangements Policy.
Master of Social Work – advanced program (or equivalent)	Australian registered Higher Education Providers (or equivalent)			Eligible for admission and up to 50% of specified credit towards course. Credit transfer will be assessed on a case-by-case basis on credit application, consistent with NPI's Credit Arrangements Policy.

Articulating From		Articulating To		Nature of articulation / Volume of recognised credit
Course <sup>1</sup>	Provider	Course	Provider	
Bachelor of Social Work (Honours)	Australian registered Higher Education Providers (or equivalent)	Master of Social Work	ACAP	Eligible for admission and up to 12.5% of specified credit towards course. Credit transfer will be assessed on a case-by-case basis on credit application, consistent with NPI's Credit Arrangements Policy.
Master of Social Work (Qualifying)	ACAP	Doctor of Business Administration	University of Southern Queensland	Up to 4 units of unspecified credit is available. This will be based on completed postgraduate studies and experience, and subject to meeting USQ entry requirements: <ul style="list-style-type: none"> <li>• MBA or any Masters degree and 5 years' experience; or</li> <li>• Bachelor with Honours or Masters degree and 5 years' experience in their field;</li> <li>• English language requirements.</li> </ul>
		Doctor of Professional Studies		
<b>Articulation and Credit Transfer Arrangements to NCPS courses</b>				
Diploma of Youth Work:	ACAP	Bachelor of Criminology and Justice:	NCPS	Articulation between these courses is underpinned by a shared focus in relation to content and vocational outcomes, whereby ACAP's and NCPS' courses seek to provide students with an understanding of issues affecting young people and youth justice processes. This is with a view to providing students with the knowledge and skills required to undertake employment within the criminal justice system or in a related area.
<ul style="list-style-type: none"> <li>• CHCDEV002 Analyse impacts of sociological factors on clients in community work &amp; services</li> <li>• HLTHIR403C Work effectively with culturally diverse clients and co-workers</li> </ul>		<ul style="list-style-type: none"> <li>• SOSC1004 Cultural Diversity (Core)</li> </ul>		Mapped equivalent units and points of articulation across these courses are as indicated.
<ul style="list-style-type: none"> <li>• CHCCS502C Maintain legal &amp; ethical work practices</li> </ul>		<ul style="list-style-type: none"> <li>• SOSC1014 Ethics (Core)</li> </ul>		
<ul style="list-style-type: none"> <li>• HLTHIR404D Work effectively with Aboriginal or Torres Strait Islander people</li> </ul>		<ul style="list-style-type: none"> <li>• SOSC2004 Indigenous Peoples and Justice (Core)</li> </ul>		
Met through completion of Diploma assessment requirement across units and via work placements		<ul style="list-style-type: none"> <li>• JALE3914 Case Management (Elective)</li> </ul>		
Met through completion of Work Placement A, B and C comprising 210 hours of placement		<ul style="list-style-type: none"> <li>• JALE3004 Practicum (Core)</li> </ul>		

Articulating From		Articulating To		Nature of articulation / Volume of recognised credit
Course <sup>1</sup>	Provider	Course	Provider	
Unspecified 200 level elective unit		<i>(Elective)</i>		
Diploma of Justice (22197VIC)	Chisholm Institute	Bachelor of Criminology and Justice	NCPS	Eligible for admission and up to 33% of specified credit towards course (up to 8 units).
Advanced Diploma of Justice (22200VIC)				Eligible for admission and up to 50% of specified credit towards course (up to 12 units).
Bachelor of Social Science (Criminal Justice)	NCPS (NCPS Pty Ltd)	Bachelor of Criminology and Justice	NCPS	Eligible for admission and up to 100% specified credit for successfully completed units/subjects. Credit transfer will be assessed on a case-by-case basis on course application, consistent with NPI's Credit Arrangements Policy.
Bachelor of Criminology and Justice (formerly Bachelor of Social Science (Criminal Justice))	NCPS (NPI Pty Ltd)	Associate Degree of Criminal Justice	NCPS	Eligible for admission and award of the Associate Degree of Criminal Justice upon successful completion of 15 core subjects (100 and 200 levels) and one 200 level elective subject in the parent bachelor course.
Bachelor of Social Science (Criminal Justice))	Charles Sturt University	Bachelor of Criminology and Justice	NCPS	Eligible for admission and up to 50% of specified credit towards course. Equivalent credit will be given consistent with NPI's Credit Arrangements Policy.
Bachelor of Criminology	Deakin University			
Bachelor of Arts (Criminal Justice)	Monash University			
Bachelor of Arts (Criminal Justice Administration)	RMIT University			
Bachelor of Arts (Criminal Justice studies)	Victoria University			

<sup>1</sup> Course must be successfully completed, unless otherwise stated, for the award of credit through an established articulation or common credit arrangement presented in the table. Additional requirements may also apply.

<sup>2</sup> Courses delivered by Navitas English Pty Ltd, Navitas English Services Pty Ltd and/or Navitas English Services Pty Limited.

<sup>3</sup> ACAP vocational education and training (VET) programs are not available for admission to international students who require a student visa for study in Australia.

<sup>4</sup> Eligibility for admission to the Bachelor of Counselling and the Bachelor of Counselling (Coaching) is subject to an undergraduate screening questionnaire (to demonstrate the relational qualities of the applicant to meet the PACFA Professional Training Standards for admission).

<sup>5</sup> ACAP recognises the equivalence in content and learning outcomes between matched Australian Qualifications Framework (AQF) VET qualifications issued from 1 July 2011 by any other Registered Training Organisation (RTO).

<sup>6</sup> Only available to students commencing prior to 31/12/2013. Course is no longer open to new enrolments.

<sup>7</sup> Eligibility for admission to this course requires students to submit a 500-word statement outlining their interest in studying social work/human service work.

<sup>8</sup> Eligibility for admission to this course requires students to submit a 500-word statement outlining their interest in studying social work.

## Schedule B. Course Credit Limitations

(This scheduled lists only current course credit limitations that are in addition to those specified in the Credit Arrangements Policy)

Course name (code)	Course Specific Credit Limitation	Date applicable from-to
<b>School of Counselling</b>		
<b>Graduate Diploma of Counselling</b> (GradDipCouns)	The maximum internal and/or external credit that can be granted is 50% of the qualification requirements and must not exceed 50% of core units.	01/01/2014 - current
<b>Master of Counselling and Psychotherapy</b> (MCounsPsychTh)	Credit is not available for the following units unless the unit forms part of a current articulation or credit transfer arrangement listed in College's Credit Arrangements Policy, Schedule A. Advanced Placement and Supervision 1 (COUN6221) Advanced Placement and Supervision 2 (COUN6231)	01/01/2014 - current
<b>School of Psychological Sciences</b>		
<b>Bachelor of Psychological Science</b> (BPsychSc)	The maximum internal and/or external credit that can be granted is 50% of the qualification requirements. The Australian Psychology Accreditation Council rules, standards and guidelines apply in the granting of credit. Thus, credit may be given for psychology units that have previously been completed within the past 10 years in an Australian Psychology Accreditation Council accredited degree program or, if from overseas, units judged to be "strictly equivalent". Credit will be given for <i>non-psychology units</i> deemed equivalent to the non-psychology electives that may have been completed as part of previous TAFE, university, or other AQF qualification study.	24/05/2010 - current
<b>Bachelor of Psychological Science (Honours)</b> (BPsychSch)	The maximum internal and/or external credit that can be granted is 50% of the qualification requirements. The Australian Psychology Accreditation Council rules, standards and guidelines apply in the granting of credit. Thus, credit will be given only for units that have previously been successfully completed within the last 10 years in an equivalent Australian Psychology Accreditation Council accredited qualification or, if from overseas, units judged to be "strictly equivalent".	24/05/2010 - current
<b>Graduate Diploma of Psychology</b> (GDPsych)	The maximum internal and/or external credit that can be granted is 50% of the qualification requirements. The Australian Psychology Accreditation Council rules, standards and guidelines apply in the granting of credit. Thus, credit will only be given for units that have previously been successfully completed within the last 10 years in an equivalent Australian Psychology Accreditation Council accredited qualification, or, if from overseas, units judged to be "strictly equivalent".	24/05/2010 - current
<b>Graduate Diploma of Psychological Science</b> (GDPsychSc)	The maximum internal and/or external credit that can be granted is 50% of the qualification requirements. The Australian Psychology Accreditation Council rules, standards and guidelines apply in the granting of credit. Thus, credit will be given only for units that have previously been successfully completed within the last 10 years in an equivalent Australian Psychology Accreditation Council accredited qualification, or, if from overseas, units judged to be "strictly equivalent".	24/05/2010 - current
<b>Graduate Diploma of Professional Psychology</b> (GradDipProfPsych)	The maximum internal and/or external credit that can be granted is 50% of the qualification requirements. The Australian Psychology Accreditation Council rules, standards and guidelines apply in the granting of credit. Thus, credit will be given only for units that have previously been successfully completed within the last 10 years at the equivalent level in an equivalent Australian Psychology Accreditation Council accredited qualification, or, if from overseas, units judged to be strictly equivalent. Consistent with the Australian Psychology Accreditation Council Guidelines, students in a 5 <sup>th</sup> year Graduate Diploma of Professional Psychology program would not normally receive credit for practica / skills training completed as part of their current paid employment, and no credit will be given for practical work carried out in paid employment prior to entry into the course as this experience must be integrated into the overall learning undertaken during the course.	29/07/2011 - current

Course name (code)	Course Specific Credit Limitation	Date applicable from-to
<b>Master of Psychology (Clinical)</b> (MPsych(Clin))	<p>The maximum internal and/or external credit that can be granted is 50% of the qualification requirements. The Australian Psychology Accreditation Council rules, standards and guidelines apply in the granting of credit. Thus, credit will only be given for units that have previously been successfully completed within the last 10 years at the equivalent level in an equivalent Australian Psychology Accreditation Council accredited qualification, or, if from overseas, units judged to be strictly equivalent.</p> <p>Students who have completed placement experience as part of an accredited clinical psychology program may be given credit for placement experience equivalent to that required in this qualification if the placement experience was:</p> <ul style="list-style-type: none"> <li>• integrated into the overall learning undertaken during the course supervised by appropriately qualified staff</li> <li>• verified by signed log book entries.</li> </ul> <p>Consistent with the Australian Psychology Accreditation Council Guidelines, students may be given credit for placement experience completed as part of their current paid employment only if:</p> <ul style="list-style-type: none"> <li>• the work is of direct relevance to the course;</li> <li>• the work would ordinarily be undertaken by a qualified psychologist;</li> <li>• supervision of the work can be arranged to fulfil the usual placement requirements of the course;</li> <li>• such credit does not amount to more than one placement component or to more than 30% of the total placement requirements of the course.</li> </ul> <p>No credit will be given for practical work carried out in paid employment prior to entry into the course, as placement experience must be integrated into the overall learning undertaken during the course.</p> <p>Consistent with the Australian Psychology Accreditation Council Guidelines, no credit will be given for any previous research experience, including research higher degrees. The research component must be integrated into the overall learning undertaken during the course.</p>	29/07/2011 - current
<b>School of Social Work</b>		
<b>Bachelor of Social Work (BSW)</b> <b>Bachelor of Social Work (Honours)</b> (BSW(Hons)) <b>Master of Social Work (Qualifying)</b> (MSW(Q))	The Australian Social Work Education and Accreditation Standards (ASWEAS) and associated rules and guidelines apply. This includes (but may not be limited to) the credit arrangements and limitations specified in the ASWEAS <i>Guideline 1.3 Guidance on RPL, articulation and credit transfer (as updated from time to time)</i> .	26/02/2014 - current