Annex R: Accreditation of Prior Learning (APL)

Roles and Responsibilities of an External Adviser for APL

- To participate as a full member of the APL Board of which he/she is a member.
- To monitor and report on the standards set by the University for APL.
- To monitor and report on the academic standards of APL claims.
- To review and comment on the academic standards of a sample of APL claims (10%) for the academic year.
- To maintain an overview of decisions taken by Schools and the APL Board with regard to all APL claims.
- To attend termly meetings of the APL Board, to attend or provide comment on the business of any extraordinary APL Board meetings.
- To monitor and report on the processing of APL ensuring that applicants and students are treated fairly and consistently within institutional regulations and guidance.
- To monitor and report on whether APL claims demonstrate achievement by students of the stated learning outcomes.
- Where appropriate, observing applicant work in support of an APL claim, i.e. through viva or performance.
- To monitor and report on whether students are offered appropriate opportunity to realise learning outcomes through APL.
- To report on steps that might be taken to enhance the experience of students/applicants in relation to the assessment of APL claims.
- To report on good practice identified with regard to APL at the University.
- To submit a report to the University each term reflecting on the quality assurance, decision making and approval processes in relation to APL within four weeks of the relevant meeting of the APL Board.
- To provide advice and guidance on an ad hoc basis on all areas of APL including disputed APL claims, complex claims, training and national developments in academic credit.