



**Auctioneers and Valuers Association of
Australia Inc.**

Training & Development

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**Recognition of Prior Learning and Current
Competencies**

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RECOGNITION OF PRIOR LEARNING (RPL) / RECOGNITION OF CURRENT COMPETENCY (RCC)

Introduction

AVAA T&D strongly supports RPL / RCC Provision in accredited programs.

Learners applying for enrolment in the AVAA TD educational and training courses are able to apply for RPL / RCC.

All applicants must satisfy competency requirements. Details of achievements and supporting documentation must be provided before RPL / RCC can be approved.

The RPL / RCC Application Form is on Pg 6.

DEFINITION OF RECOGNITION OF PRIOR LEARNING (RPL)

RPL takes into account that people learn in different ways. These may include education and training as well as through work and life experience. A learner may apply for RPL to gain credit for a course of study taking into account their prior knowledge, skills and work experience.

DEFINITION OF RECOGNITION OF CURRENT COMPETENCY (RCC)

RCC applies if a learner has previously successfully completed the requirements of a unit of competency or module and is now required to be reassessed to ensure that the competence is being maintained.

HOW CURRENT AND PREVIOUS COMPETENCY IS RECOGNISED

The course sets out Learning Outcomes and Performance Criteria. Applicants for RPL / RCC must be able to prove / demonstrate competency in the modules.

WHEN TO APPLY

An RPL / RCC application should be initiated before the course commences. The length of time to complete and submit the application is flexible and will be negotiated.

FEES

An RPL / RCC process costs minimum \$300.00 to a maximum of \$500.00.

The actual fee charged will depend on the amount of work required to undertake the assessment and will be determined by the Tutor undertaking the assessment.

If you do not agree with the outcome of the initial process an appeal can be lodged.

The fee to process an RPL / RCC application is non refundable even if RPL / RCC is not granted.

WHO CAN APPLY

A person may apply for RPL / RCC if they think their prior knowledge, skills and experience equip them to display competency in the required module of learning.

WAYS OF SHOWING EVIDENCE OF CURRENT COMPETENCY

RCC can only be granted on evidence that related competency has been achieved with the past 4 (four) years.

The following ways may be used to show evidence or current competency:

Education and training

- Copies of certificates or qualifications achieved from other educational bodies

- Details of course content
- Learning outcomes/ competencies achieved for the course.

WAYS OF SHOWING EVIDENCE OF PRIOR LEARNING

- Relevant present and / or past work experience
- Employment history
- Letters from previous employers stating competencies, job description.

PROCESS OF ASSESSMENT OF APPLICATION

The Application form and supporting evidence will be reviewed in a supportive framework by a trained RPL / RCC facilitator, in line with the guidelines below.

1. Review of the RPL / RCC Application form and supporting documents will be conducted along AQTF requirements and standards.
2. The Applicant may be required to demonstrate their expertise in a particular area. For example, applicants may be required to verbally respond to questions put to them by a Tutor. The Applicant may be asked to provide competency skills (auction calling skills) via video / electronic media.
3. The Applicant will be informed in writing regarding:
 - Acceptance or rejection of application
 - Deficiencies that must be rectified
4. Outcome - Applicant to proceed with:
 - Course in its entirety
 - Course in partial form
5. Records of all RPL / RCC applications will be retained with the Applicant's file.



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APPLICATION FORM

**Recognition of Prior Learning (RPL) /
Recognition of Current Competency (RCC)**

Course Name:

Tick appropriate box

CPPDSM4038A Conduct Goods, Chattels Or Equipment Clearing Sale Or Auction

CPPDSM4033A Assess and Value Goods, Chattels, Plant & Equipment

Before completing this application form please ensure that all requirements are met.

Refer to Notes on Pg 8.

A. Personal Details

Surname: _____

Given Name: _____

Address: _____

_____ Postcode: _____

Tel No. Work: _____

Tel No. Home: _____

Tel Mobile: _____

Email address: _____

B. RPL / RCC Information

Attach supporting documentation and references.

Additional documents to be attached eg. client reports, audio visual evidence.

Example:

Competency	Equivalent Skills and Knowledge
<input type="checkbox"/> Prepare for clearing sale or auction	Employed by ABC Auction House, Address , Contact Person: Mr A. B. C Phone No. 00 1234 5678 Email: abc@abc.com.au Position: General Manager Period of employment: 1 Feb 2000 to 31 Dec 2005

Attach additional sheets as required.

How to Complete the Application Form

A. Provide Personal and contact details.

B. Provide Course Information

- Course ID / Name

C. RCC / RPL Information

Provide details of competency applied for i.e.

- Prepare for clearing sale or auction
- Implement auction day procedures
- Conduct auction
- Monitor and record financial transactions etc.

You will need to consider:

- Have I achieved competency
- How can I demonstrate that I have this competency i.e. supporting documentary evidence.

Supply all relevant supporting documentation. Additional pages may be attached.

The application form needs to be completed clearly and concisely.

D. Enclose payment / provide credit card details.

E. Submit Application Form for RCC / RPL and supporting documentation to:

The National Secretary
Auctioneers & Valuers Association of Australia (Inc.)
Suite 105, 43 Majors Bay Road
Concord NSW 2137

Fax: 02 9743 0672
Email: avaatd@isp.net.au

