



To apply for recognition of prior learning, please return a completed form with a copy of your previous academic transcript, a description of the grading system used in your transcript, and a description of all subjects completed. Please contact the registry office if you have any questions via email registry@futureskills.co.nz. Learners should not use this form to apply for recognition of prior knowledge and skill (RPKS). To apply for RPKS, please get in touch with the registry office.

Personal information

Name		Learner ID				
Address		Telephone/Mobile number				
		Email address				
		Are you an international learner		Yes		No
Name of Programme/Qualification						

[illegible]

ASSESSOR RATIONALE IF DECLINED

	Assessor Name	
	Signature	
	Date	



Application for Recognition of Prior Learning (RPL)



Learner declaration

I have enclosed:

- ☐ Copy of my academic results (including description of the grading system used).
- ☐ A description of all subjects completed including learning outcomes, level and hours.
- ☐ Proof of payment of NZD\$100 application fee (payment methods listed below).

1. I declare that all the information supplied on this form and any attached information to be true and complete. I acknowledge that the Institution may decline my prior learning credit application if false information is supplied.
2. I understand that this application is subject to the academic regulations as specified in the Recognition of Prior Learning Policy and Programme Document.
3. I understand that an assessment fee will be charged upon submission of this application form.

Learner Signature

Signature of the Person Submitting this Form

Name

Name of the Person Submitting this Form (print)

Date of Signature

DD

MM

YYYY

Payment method

1. EFTPOS payment at registry or enrolment offices.
2. Internet banking (one-off payment). Using the information below:

Future Skills	Ashton Warner Academy
Bank account: 02-0214-0177581-000	Bank account: 02-0191-0487156-000
Particulars: [First Name] Code: [Last Name] Reference: Date of birth e.g. (31-12-1999)	Particulars: [First Name] Code: [Last Name] Reference: Date of birth e.g. (31-12-1999)

Important information

- Applications will not be processed until the application and assessment fees are paid in full.
- The application and assessment fees are non-refundable regardless of the outcome of the application.
- RPL applications should be made as soon as possible once the offer of place is accepted.
- Approval given for credit may remain valid for a period of 12 months. If you do not enrol within this period, then credit granted for RPL in this programme may be removed from your academic record.
- If your RPL application is successful, and as a result, you will not be enrolled full-time, this may affect your eligibility to receive student loans and/or allowances. Please contact Study Link for further details.
- Please return the completed form to registry@futureskills.co.nz.



Application for Recognition of Prior Learning (RPL)



Fees

RPL Type		Application Fee	Assessment Fee	Wash-up (Credit note/ Refund Assessment fee)	Refund if Tuition Fees are paid in full and RPL is awarded after the course start date
RPL from courses completed at the Institution or partner institution	CT	\$Nil	\$Nil	Not Applicable	100% of the target course tuition fee, less any outstanding fees.
	CC	\$Nil	\$Nil	Not Applicable	100% of the target course tuition fee, less any outstanding fees.
	ADV	\$Nil	\$Nil	Not Applicable	100% of the target course tuition fee, less any outstanding fees.
RPL from courses completed at other institutions	CT	\$100 per application	\$20 per credit or \$1,200 in advance if the credit amounts are undeterminable	Wash-up is conducted if credit amounts are undeterminable upfront.	100% of the target course tuition fee, less any outstanding fees.
	CC	\$100 per application	\$20 per credit or \$1,200 in advance if the credit amounts are undeterminable	Wash-up is conducted if credit amounts are undeterminable upfront.	100% of the target course tuition fee, less any outstanding fees.
	ADV	\$100 per application	\$20 per credit or \$1,200 in advance if the credit amounts are undeterminable	Wash-up is conducted if credit amounts are undeterminable upfront.	100% of the target course tuition fee, less any outstanding fees.
RPKS	ADV	\$100 per application	\$75 per credit or \$4,500 in advance if the credit amounts are undeterminable	Wash-up is conducted if credit amounts are undeterminable upfront.	100% of the target course tuition fee, less any outstanding fees.