

## APPLICATION FOR RECOGNITION OF PRIOR LEARNING (HE)

- Application must be received NO LESS than ten (10) business days before the Census Date for the study period to which the RPL, if granted, would be applicable
- Student is required to identify the JMC units that they want to apply for RPL
- Student is required to check the evidence that will be provided as part of the application
- Student is required to ensure that certified copies of official records and transcripts are submitted with the application
- Student is required to make themselves familiar with **Credit and Recognition for Prior Learning Policy and Procedure** before submitting the application
- Student may be required to provide additional evidence i.e., unit overviews or descriptors containing learning outcomes of the units completed
- For previous studies, Section A. PREVIOUS STUDY must be completed along with the evidence
- For work experience, Section B. WORK EXPERIENCE must be completed along with the evidence
- Students are required to date and sign their application.

### IMPORTANT INFORMATION:

- AFTT reserves the right to contact any authority / institution / person who is not legally bound to confidentiality to verify provided information
- APPLICATIONS RECEIVED LESS THAN TEN (10) DAYS BEFORE CENSUS DATE FOR THE STUDY PERIOD TO WHICH THE RECOGNITION OF PRIOR LEARNING (RPL) WOULD BE GRANTED CANNOT BE ACCEPTED

This RPL Form is for students who seek recognition of their industry skills towards the qualifications, *Diploma of Creative Arts (ACTING)* and/or *Bachelor of Creative Arts (ACTING)*.

Please complete all relevant sections and return your form, with relevant evidence and recent industry work, to [info@afft.edu.au](mailto:info@afft.edu.au).

If you have any RPL queries, please contact AFTT directly on (02) 9281 2400.

### STUDENT / APPLICANT DETAILS

TICK	Please indicate whether you are an applicant or current AFTT student?
	<b>Yes, I am an applicant</b>
	<b>No, I am a current AFTT student</b>
<b>Full Name</b>	
<b>Email</b>	
<b>Phone number</b>	
<b>Residential Address</b>	

**SECTION 2: Please complete Section 2 and attach your current CV/resume**

In the section below, you will be required to select the AFTT units for which you are applying for RPL. Please indicate all the units you think you are eligible for RPL, regardless of whether it is based on your previous studies, professional experience, or a combination of both. If you are not sure, please leave the section below blank. The Head of Department reviewing your application will determine if you are eligible for RPL for any of the units listed.

TICK FOR RPL	UNIT
	<b>ACT201</b> The Acting Foundation
	<b>ACT202</b> Introduction to Voice and Movement
	<b>ACT203</b> The Creative Impulse
	<b>ACT204</b> Introduction to Professional Practice
	<b>ACT211</b> Small Theatre Company Production
	<b>ACT212</b> Voice and Movement in Performance
	<b>ACT213</b> Actor as Filmmaker
	<b>ACT214</b> Acting Process and Analysis
	<b>ACT301</b> New Media and Performance
	<b>ACT302</b> Heightened Voice and Movement
	<b>ACT303</b> Devised Theatre
	<b>ACT304</b> Critical Analysis and Reflection
	<b>ACT311</b> Heightened Language Production (Double unit)
	<b>ACT312</b> Actor as Creator
	<b>ACT313</b> Australian Performance History and Culture
	<b>ACT401</b> Screen Performance for Showreel
	<b>ACT402</b> The Working Actor
	<b>ACT403</b> Advanced Acting Technique
	<b>ACT404</b> Theatre and Performance Styles
	<b>ACT411</b> Industry Theatre Production (Double unit)
	<b>ACT412</b> The Entrepreneurial Actor
	<b>ACT413</b> Career Sustainability

<b>TICK</b>	<b>Are you applying for RPL based on:</b>
	<b>Previous studies ONLY</b>
	<b>Professional experience ONLY</b>
	<b>Combination of BOTH previous studies and professional experience</b>

**SECTION A – PREVIOUS STUDIES**

**QUALIFICATIONS**

Please list full title and course code along with Institution and year completed.

If multiple qualifications, please list all.

**SECTION B – WORK EXPERIENCE**

Please provide details about any **RELEVANT** work experience. (relevant to the units and course)

If you have more than three (3) work experience relevant to the RPL application, please supply a Curriculum Vitae (CV) that outlines the experience details as below.

**Business Name**

**Position Title**

**Supervisor Name**

**Supervisor Contact Number**

**Please describe your main duties**

Please provide details about any RELEVANT work experience. (relevant to the units and course)	
<b>Business Name</b>	
<b>Position Title</b>	
<b>Supervisor Name</b>	
<b>Supervisor Contact Number</b>	
<b>Please describe your main duties</b>	
Please provide details about any RELEVANT work experience. (relevant to the units and course)	
<b>Business Name</b>	
<b>Position Title</b>	
<b>Supervisor Name</b>	
<b>Supervisor Contact Number</b>	
<b>Please describe your main duties</b>	
<b>If you have more than three (3) work experience relevant to the RPL application, please supply a Curriculum Vitae (CV) that outlines the experience details as below.</b>	

Please provide additional information you feel we need to be aware of:

TICK	Supporting documents submitted / to be submitted:
	<b>Awards – certified copies</b>
	<b>Transcripts and qualifications – certified copies</b>
	<b>Professional certifications</b>
	<b>Letter/s or statement/s from employer/s on a letterhead</b>
	<b>Official email from the employer including company name, logo, manager’s name, job title, and a phone number</b> (where employer letters/statements are the only evidential base for the RPL application, AFTT reserves the right to contact those employers to confirm details)
	<b>Resume / Curriculum Vitae (CV)</b>
	<b>Position descriptions</b>
	<b>Letter/s from internship or volunteer coordinator/s</b>
	<b>Short course / Masterclass certificates of participation</b>
	<b>Personal statement addressing relevance of work-related experience and learning</b>
	<b>Other: please outline below</b>

**RPL CANDIDATE DECLARATION**

I declare that the information I have provided on this application is true and correct. I understand that submitting altered, falsified and/or fabricated documents is a criminal offence and as such may result in suspension or exclusion from AFTT. I, also, understand the incident will be recorded on my file and may be reported to the police. AFTT reserves the right to contact any authority / institution / person, who is not legally bound by confidentiality, to verify the legitimacy and authenticity of any documents, and/or request to supply the original documents at any time during my enrolment until conferral of my degree or otherwise termination of my enrolment.

Candidate Name		Signature		Date	
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HEAD OF DEPARTMENT SECTION (or delegate)			
Full Name			
Date of RPL review			
Review outcome	<input type="checkbox"/> APPROVED <input type="checkbox"/> PARTIALLY APPROVED <input type="checkbox"/> REJECTED		
Details of the decision made			
HoD Signature		Date	
STUDENT SERVICES SECTION (or delegate)			
Completed by (Full name):			
Office Use only:	<input type="checkbox"/> Application form (PDF) and supporting documentation loaded to Paradigm <input type="checkbox"/> Student's record has been updated		
Notes:			
Signature		Date	