

## RECOGNITION OF ACADEMIC CREDIT (RAC) POLICY

<b>Section</b>	Learning and Teaching		
<b>Approval Date</b>	08.05.2018	<b>Approved by</b>	Academic Board
<b>Next Review</b>	18.04.2020	<b>Responsibility</b>	Director of Learning, Teaching and Quality
<b>This Review</b>	18.04.2018	<b>Key Evaluation Question</b>	6

### PURPOSE

To recognise and credit students' achievement of relevant formal and informal learning acquired prior to completion of a qualification offered by NMIT.

To support individuals in their lifelong learning.

To ensure that Recognition of Academic Credit (RAC) contributes to the quality and integrity of qualifications offered by NMIT and facilitates effective study pathways for learners in compliance with NZQA regulations.

### SCOPE

This policy relates to applications for RAC for all assessed courses delivered by NMIT. RAC is only available for **complete** courses including general elective courses and unspecified credits.

### PRINCIPLES

NMIT is committed to recognising students' relevant previous learning (acquired both formally and informally).

RAC will:

- Eliminate duplication of learning and assessment.
  - Provide open, inclusive and integrated tertiary education systems, enabling students to transfer between institutions, both nationally and internationally.
  - Ensure that the quality, cohesion, integrity and standing of qualifications are upheld.
  - Ensure that learning credited through RAC is of equal standing with formal learning.
  - Ensure that constructive alignment across the qualification is maintained.
- Ensure that principles of assessment practice, to be appropriate, practicable, inclusive, valid, reliable and fair, are maintained.

### DEFINITIONS

<b>Academic Credit</b>	Credit granted through successful completion of assessment and/or recognition of prior learning. [TANZ definition]
<b>Approved Qualification</b>	For New Zealand qualifications: any qualification listed on the New Zealand Qualifications Framework (NZQF).

	For overseas qualifications: any qualification endorsed by the Academic Committee and the courses that contribute to it as meeting the requirements for credit recognition.
<b>Credit Recognition and Transfer (CRT)</b> [NZQA term]	NZQA term for Cross Credit and Credit Transfer; a process where credit for outcomes already achieved by a student through formal study in relation to a qualification is recognised as credit for comparable outcomes in another qualification.
<b>Credit Transfer (CT)</b> [NMIT term]	Credit awarded towards a qualification on the basis of credit for the <b>same</b> papers or courses already earned in another qualification and/or in another institution. [TANZ definition]
1. Internal Credit Transfer	Credit from a course completed and achieved at NMIT.
2. External Credit Transfer	Credit from a course completed and achieved at another Tertiary Education Organisation either within New Zealand or overseas.
<b>Elective credits</b>	Credits for the elective component of a qualification.
<b>Recognition of Prior Learning (RPL)</b>	Formal assessment of a learner’s relevant and current knowledge and skills (achieved through prior learning) to determine achievement of learning outcomes of courses leading to a qualification with the purpose of awarding the student credit towards that qualification.  RPL leads to credit being awarded for existing skills, knowledge, and attributes acquired without regard for the length, place or method of learning.  RPL is also known as “Assessment of Prior Learning” and “Recognition of Current Competency.”
<b>RPL Schedule</b>	Document listing all RPLs currently approved for the particular qualification.
<b>Source course</b>	The previously completed course which is being used as evidence of prior learning. This may be a NMIT course or one from any other provider.
<b>Source Qualification</b>	The qualification containing the completed course which is being used as evidence of prior learning.
<b>Specified Credit</b>	There is an equivalence between the source course or work/life experience successfully completed and the learning outcomes of the specific target course.
<b>Target course</b>	The course for which the credit is to be recognised.
<b>Target Qualification</b>	The qualification towards which the recognised credit contributes.
<b>Unspecified Credit</b>	In cases where the student’s previous study or experience aligns with the Graduate Profile of the target qualification but does not have a match to a specific NMIT course, unspecified credit may be granted.  (Note: only available where the target qualification contains an elective component, and where Programme Regulations allow)

## RESPONSIBILITIES

<b>Assessor</b>	To match the evidence provided by the applicant with the learning outcomes of the NMIT target course (an exercise sometimes referred to as 'mapping').
<b>Central Academic Committee</b>	To consider applications for RAC.  To ensure decision-making processes for RAC are fair and transparent, comply with the RAC Policy, RAC Procedure and any relevant Programme Regulations, and ensure and maintain the quality and integrity of qualifications for which RAC is approved.  The Central Academic Committee's authority to approve RAC applications is delegated from the NMIT Council and must not be further delegated.
<b>DHod/Student Learning Advisor/Programme Coordinator</b>	To provide academic and administrative advice and guidance to RAC applicants.
<b>Head of Department or delegate</b>	To approve RAC applications for submission to the Central Academic Committee.

## GENERAL PROVISIONS

Unless specified otherwise in the relevant Programme Regulations, RAC **for a complete qualification** is only available through Credit Transfer.

Programme Regulations will specify the number or percentage of courses contributing to a qualification to which Cross Credit and/or RPL can be applied, and any courses for which Cross Credit and/or RPL are not available.

Where individual unit standards in a course have already been completed prior to enrolment on the course this achievement will be recognised.

Fees for RAC are available in the [Fees, Charges and Refunds \(Domestic Students\)](#) and [Fees, Charges and Refunds \(International Students\)](#) policy documents.

## SPECIFIC PROVISIONS

Refer to definitions of specific RAC provisions in the Definitions section earlier in this document.

## CREDIT TRANSFER (CT)

There are two types of CT:

**Internal** – Where previous study has been completed at NMIT and the approved course result needs to be re-assigned to another NMIT qualification.

Internal Credit Transfer will automatically apply because course results are already recorded on a learner's Academic Transcript.

**External** – Where previous study has been completed at another tertiary education organisation (either within New Zealand or overseas), and the external course result needs to be approved and transferred to an NMIT qualification. Credit Transfer will be approved by the Central Academic Committee.

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## CROSS CREDIT (CC)

Cross Credit is generally approved for specified credit, but where Programme Regulations allow, unspecified credit may also be approved at a given level for electives.

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## RECOGNITION OF PRIOR LEARNING (RPL)

RPL involves the recognition of a student's previous learning, gained either from completion of formal study and/or from other life or work experience, towards credit for a target course that is part of a qualification offered by NMIT.

RPL is generally approved for specified credit, but where Programme Regulations allow, unspecified credit may also be approved at a given level for electives.

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## SCHEDULES

### **Cross Credit Schedules and RPL Schedules:**

Cross Credit Schedules list the specific courses (each with its qualification, course title, credit value, level, and date of expiry\*) from other qualifications that have already been approved to be cross-credited to NMIT courses.

RPL Schedules list specific combinations of courses from other qualifications that have already been approved to be credited through RPL towards NMIT courses.

Cross Credit and RPL Schedules will be reviewed periodically by Programme Area staff to ensure Cross Credits and RPLs comply with current Programme Regulations and this RAC policy.

\*courses listed on the CC or RPL Schedules are valid for three years, before needing re-approval

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## REFERENCES

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### INTERNAL

[Assessment policy](#)  
[Fees, Charges and Refunds \(Domestic Students\)](#)  
[Fees, Charges and Refunds \(International Students\)](#)  
[Moderation Policy](#)  
[Moderation Procedure](#)  
[NMIT Academic Statute](#)  
Programme Regulations  
[Recognition of Academic Credit \(RAC\) Procedure](#)  
[Records Management Policy](#)  
[Student Academic Appeals](#)  
[Student Results and Awards](#)  
[Withdrawal Policy](#)  
[Withdrawal Procedure](#)

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### EXTERNAL

[Education Act 1989](#)  
[Guidelines for the recognition and award of credit for learning](#) (NZQA Document)