

**Dublin City University Recognition of Prior Learning Policy (RPL)**

**Application Form for Research Programmes[[1]](#footnote-1)**

Achievement of the following competencies / learning are required for entry to this Research Master’s programme, equivalent to those achieved following successful completion of an honours undergraduate degree (equivalent to NQAI Level 8) or master’s degree (NFQ Level 9), depending on the programme to which admission is being sought.

1. Discipline-specific knowledge & know-how – detailed knowledge and understanding of one or more relevant specialised areas, and associated advanced skills and/or technical ability
2. Transferable skills – demonstrable examples of planning, leadership, teamwork, flexibility, project management, information & digital literacy, communication skills, and engagement
3. Basic research competency – appropriate foundation for undertaking research, and evidence of inquiry, innovation, creativity, initiative, and problem-solving skills
4. Personal effectiveness – awareness of ethical and professional standards, evidence of self-management and reflection, and planning for continued career development

Applicants will also be expected to demonstrate a reasonable understanding of the nature of the work involved and commitment required for a Research Master’s degree (NQAI Level 9).

An interview will take place as part of the RPL application for this programme. The interview will be competency- and learning-based in which you will be required to demonstrate achievements of the above learning / competencies.

**Process**

1. Completed application form along with supporting documentation is submitted to relevant Head of School
2. Application is evaluated at School level
3. If progressed the applicant will be invited to interview
4. If successful, the School subsequently submits a report with recommendation for admission to the Faculty Research Committee (FRC)
5. If approved at FRC the decision is noted at the Graduate Research Studies Board
6. Candidate can be invited by School to submit a formal application to DCU via the PAC.ie website

**Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Tel (Mobile):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Tel (Day):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Programme of Interest:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **School:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Proposed Supervisor:**  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Recognition of achievement of the required competencies/learning is being sought on the basis of (please tick one of the following):**

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| a) Prior Accredited Learning  |  |
| b) Prior Experiential Learning  |  |
| c) Combination of both Accredited and Experiential Learning  |  |

**Prior Accredited Learning which demonstrates achievement of the required competencies/learning for entry to this programme:**

*(if applicable please complete as many times as required)*

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| A.Programme Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Providing Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Award: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_NQAI Level: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Duration of Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Year of Award: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Your claim for recognition of Prior Accredited Learning must be supported by:* A copy of exam transcripts for each year of your programme of study
* A copy of the programme syllabus
* Course Description which includes whether full-time or part-time study, number of contact hours per week and learning outcomes
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| B. (where applicable)Programme Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Providing Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Award: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_NQAI Level: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Duration of Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Year of Award: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Your claim for recognition of Prior Accredited Learning must be supported by:* A copy of exam transcripts for each year of your programme of study
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| C. (where applicable)Programme Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Providing Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Award: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_NQAI Level: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Duration of Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Year of Award: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Your claim for recognition of Prior Accredited Learning must be supported by:* A copy of exam transcripts for each year of your programme of study
* A copy of the programme syllabus
* Course Description which includes whether full-time or part-time study, number of contact hours per week and learning outcomes
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**Recognition of Prior Experiential Learning:**

Your application for Recognition of Prior Experiential Learning must be supported by **a portfolio of learning.** In your portfolio of learning you need to articulate/demonstrate your achievement the learning outcomes required for entry to this programme. Evidence must be provided for each achievement – hardcopies, where appropriate, must be attached to the application. The following is a list of the types of evidence that you can submit to support your claims: Letters of Certification Diaries Documents/ Reports Completed Project Work Published Material Newspaper Articles Achievement Certificates Testimonials Written Reports Transcripts of Examination Results Job Profiles Records of on-the-job Training Reports on Unpaid Work References Work Samples Log Books Reflective Statement, etc.

NOTE: Do not include original documents in the portfolio – include authenticated photocopies instead.

**Documents Checklist** (tick as appropriate)

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| Application Form |  |
| Exam Transcripts |  |
| Programme Syllabus |  |
| Course description  |  |
| Prior Experiential learning portfolio |  |
| Other documentation (please give details) |  |

**Signature of applicant……………………….. Date………………**

1. Please consult the RPL Policy document before completing this application: <www4.dcu.ie/graduatestudies/postgrad-research.shtml#ProspectivePGRinfo> [↑](#footnote-ref-1)