

Domestic Commercial Vessel (DCV)

ADVISORY NOTE



DCV-A-027

Date: 5 August 2015

Topic: Recognition of Prior Learning (RPL) for Exemption 38

Advice: An individual can request Recognition of Prior Learning (RPL) from a training organisation when enrolling in a course. As a training organisation or course provider, if you would like to recognise an individual's prior learning to meet the requirements of Exemption 38 (low complexity duties), the following information may be useful.

What is RPL?

RPL is the process of giving an individual credit for skills, knowledge and experience gained through work and learning. It can be gained at any stage of their lives through formal and informal learning, work or other activities such as volunteering.

How to recognise prior learning

1. Compare the formal and/or informal learning the individual has achieved against the performance criteria of Exemption 38
2. Determine the appropriate evidence to support the claim of prior learning

Under Exemption 38, all participants must successfully complete the Final Practical Assessment Record. However, time spent in the instructional phase (classroom) can be reduced through the use of appropriate evidence as outlined below.

What is appropriate evidence?

- Determining the knowledge and experience of the individual by **asking** questions relating to the Exemption 38 Training and Assessment Criteria
- Testimonials from an employer, master or engineer of the duties performed by the individual
- Any relevant certification, such as a recreational boating licence
- A record of relevant sea service

Training organisations and course providers should recognise the individual's prior learning regardless of how, when and where it was acquired, provided that the learning is relevant to the outcomes of Exemption 38.

Where to from here?

If the individual's recognition of prior learning evidence satisfies the Exemption 38 criteria AND they have successfully completed the Final Practical Assessment Record, the trainer/assessor can issue a statement of completion.

If the trainer/assessor is not satisfied that the individual's recognition of prior learning evidence is sufficient and identifies gaps in their skills and knowledge, the individual may be required to complete additional training. For example, collision regulations, fire fighting or marine radio use.

For further information to assist with developing or improving RPL processes within your organisation:

- Skills Recognition Guide NSW
http://www.training.nsw.gov.au/forms_documents/industry_programs/skillsonline/rpl_rto_guide.pdf



- Australian Qualifications Framework, Implementation Handbook, Fourth Edition 2007 –
- *Recognition of Prior Learning: National Principles and Operational Guidelines for Recognition of Prior Learning (RPL)* pp. 91-97.
<http://www.acf.edu.au/wp-content/uploads/2013/05/AQF-Implementation-Handbook-Fourth-Edition-2007.pdf>

Contact: For more information please contact your local [State of Territory Marine Safety Agency](#) or the AMSA Contact Centre on (02) 6279 5000.