Policy on Recognition of Prior Learning (RPL) and Transfer of Credit

1. Introduction

This policy establishes the framework for recognising prior learning (RPL) and transferring credits at The Maldives National University (MNU). It supports learners by acknowledging their prior achievements, whether acquired through formal education, professional experience, or informal learning. The policy ensures consistency and transparency in recognising credits while maintaining the academic rigour and integrity of MNU's qualifications. Recognition is granted on a case-by-case basis and is applicable to undergraduate and postgraduate programs.

2. Definitions

Credit: A standardised measure of learning outcomes reflecting effort, duration, and academic rigour. At MNU, 120 credits typically represent a full-time annual academic workload.

Credit Transfer: The process of evaluating and applying previously earned credits from recognised institutions toward an MNU qualification.

Cross Credit: Recognition of credits earned through completed studies at other institutions for equivalent MNU subjects.

Specified Credit: Credit awarded for subjects aligned directly with MNU's curriculum requirements.

Unspecified Credit: General credit granted when prior learning does not directly match specific MNU subjects but contributes to the overall qualification.

Exemption: Waiver of specific course requirements due to prior learning or expertise, with alternative credit requirements outlined to meet qualification criteria.

Arranged Credit: Pre-agreed credit recognition through articulation agreements with partner institutions.

3. Principles

1. The recognition of prior learning and credit transfer must uphold the quality, integrity, and distinctiveness of MNU's qualifications.
2. Decisions prioritize the academic and professional benefits for students, encouraging their seamless progression and success.
3. All processes for credit transfer and RPL must be clear, consistent, and evidence-based
4. RPL and transferred credits are equivalent in value to those earned through regular MNU coursework.

5. Credit decisions consider relevance, authenticity, currency, and comparability of prior learning.
6. Students have the right to appeal decisions related to RPL and credit transfer.

4. Guidelines

4.1 Credit Transfer

4.1.1 **Eligibility**: Credits from recognized institutions earned within the past five years are eligible. Older credits are assessed on a case-by-case basis.

4.1.2 **Evaluation**: All credit transfer applications are subject to evaluation and must include documentation such as transcripts, detailed subject outlines, and grading scales.

4.1.3 **Conditions**: Additional requirements (e.g., minimum grades, bridging courses, challenge exams) may apply for credit transfer decisions.

4.1.4 **Limits**: Transferable credit is capped to maintain the MNU qualification's core integrity (refer to 5.1).

4.2 Recognition of Prior Learning (RPL)

4.2.1 **Work Experience:** Applicants must demonstrate two years of full-time relevant work within the past five years.

4.2.2 **Evidence Requirements:** A portfolio including job descriptions, employer letters, CVs and performance reviews are required. Additional evidence such as professional certifications may be required.

4.2.3 **Assessment Criteria:** RPL evaluations are based on:

4.2.4 **Authenticity:** Verification of claimed outcomes.

4.2.4.1 **Currency:** Relevance and applicability of learning to current contexts.

4.2.4.2 **Quality:** Alignment with academic standards.

4.2.4.3 **Comparability:** Equivalence with MNU's subject content and requirements.

5. Minimum Credit Requirements

5.1 To ensure meaningful engagement with MNU's courses, students must complete the following credit proportions through MNU:

5.1.1 Four-Year/ Five-Year Courses: At least 50% of total credits.

5.1.2 Three-Year Courses: One-third of total credits, with at least 50% at the 300 level.

5.1.3 Postgraduate Courses: At least 50% of total credits.

5.1.4 Certificates (Levels 1–4): No credit transfer allowed.

6. Administrative Procedures

6.1 Articulation Agreements: Pre-approved arrangements ensure automatic credit transfer without application fees.

6.2 Publication and Transparency: The Maldives National University (MNU) is responsible for clearly and transparently publicizing the credit transfer application process. MNU will maintain a database of credit precedents for public reference.

6.3 Documentation: Students must provide relevant materials to support credit applications.

6.4 Fees: A processing fee applies, except for MNU-to-MNU credit transfers.

6.5 Timeliness: MNU must ensure that all credit transfer applications are processed promptly and efficiently.

6.6 Guidance: In cases where a credit transfer application is unsuccessful, MNU shall provide students with detailed guidance on alternative study options, such as bridging courses, to support their academic progression.

6.7 Records Retention: Credit and RPL decisions are documented and retained for two years post-completion or withdrawal.

6.8 Decision-Making: All RPL and Credit Transfer decisions will be made at the faculty ARC

7. Appeals and Reviews

Students can appeal RPL and credit transfer decisions through a formal submission to the Vice Chancellor. Appeals are reviewed impartially, with written outcomes provided to the applicant.

8. Related Policies

8.1 This policy aligns with the following:

8.1.1 Student Admission Policy.

8.1.2 Assessment Policy.

8.1.3 Policy on Student and Academic Grievances.

8.1.4 Guideline on Recognition of Prior Learning and Credit Transfer

9. Implementation and Monitoring

This updated policy takes immediate effect upon approval. Regular reviews will ensure its continued relevance and alignment with MNU's strategic objectives and educational standards.

Contact Person:	Registrar
Approved by:	Academic Senate
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