



معهد البحرين للتدريب  
Bahrain Training Institute

مملكة البحرين  
وزارة التربية والتعليم  
KINGDOM OF BAHRAIN  
MINISTRY OF EDUCATION



## APPLICATION FOR RECOGNITION OF PRIOR LEARNING

### SECTION 1: To be completed by the trainee

Trainee name: \_\_\_\_\_ Trainee no:

Telephone no:  Mobile:

Programme title: \_\_\_\_\_ BTI Code

#### Programme level

FP  AD  D1  D2  ED1   
ED2  HNC  HND1  HND2  Other

(Please tick ✓ appropriate box)

Unit applied for RPL: \_\_\_\_\_

Awarding Body Code:  BTI Code:

#### The applicant is responsible for:

- Preparation and collection of evidence related to all the outcomes and grading/assessment criteria of the unit
- Discussion of the evidence with the RPL coordinator
- Obtaining further evidence where the presented evidence is determined to be insufficient

Relevant attachments in support of the RPL claim:

- 1). .....
- 2). .....
- 3). .....

Application date: .....

Trainee signature: .....

#### Important notice:

#### ملاحظة هامة:

- Trainees are required to fill in all necessary information and attach all supporting documents, certificates and course details (outcomes)
- A separate application form must be completed for each unit for RPL and BD5/- has to be paid

يجب على المتدربين ملئ الاستمارة وإرفاق المستندات اللازمة، الشهادات وتفاصيل المواد المراد معادلتها.  
يجب ملئ استمارة منفصلة لكل مادة يراد معادلتها وسيحتسب مبلغ و قدره 5 د.ب. لكل استمارة.

**SECTION 2: To be completed by the RPL assessor in consultation with the HoD**  
**The RPL assessor is responsible for:**

- Identifying the grading/assessment criteria based on the learning outcomes.
- Assessing the evidence against the defined criteria and learning outcomes.
- Assessing the adequacy of the supplied evidence.
- Recommending and reporting the outcome of the assessment process within the required time scale.

**Judgment from assessor: (Evidence must meet all the below criteria for RPL)**

<b>Detail:</b> Sufficient breadth and depth that the learning objectives and grading/assessment criteria have been met	
<b>Level:</b> Is appropriate for the level the credit is claimed for	

**(Please tick ✓ or X)**

<b>Authenticity:</b> It is the work of the applicant	
<b>Currency:</b> Qualifications/evidence have been gained within the previous 5 years	

Supplementary evidence needed	Yes	No
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***Type of supplementary evidence (Please tick ✓ or X)***

Test	Interview
<i>Documentary evidence maps between 60% and 70% of learning content (to be rejected if less than 60%)</i>	
<i>Academic grade is equal to C (to be rejected if less than C)</i>	
<i>Time frame of evidence is between 4 and 5 years</i>	
<i>English was not the medium of instruction</i>	

Result of interview/test	Pass	Fail
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Accept RPL	
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Insufficient evidence	
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Reject RPL	
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RPL Assessor: .....

HoD: .....

Manager: .....

Date: .....

Date: .....

Date: .....

**SECTION 3: Decision by QA**

**Assessment decision**

Accept RPL	
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Reject RPL	
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QA Specialist: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_

HoD Quality: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_

