

Centre for Pavement Engineering Education (CPEE)

GL013: CPEE Guidelines for Awarding of Academic Credit

Approved by	Academic Board
Responsible officer/area	HEO, Academic Board
Audience	Administrative Staff, Students
Related policy, procedures, supporting guidelines & forms	<ul style="list-style-type: none"> • PO002: Policy on Student Enrolment and Progression • PO004: CPEE Policy on Student Assessment • PR005: Procedure for Student Enrolment
Relevant external documents and relevant legislation	<ul style="list-style-type: none"> • Australian Qualification Framework (AQF) • Higher Education Standards Framework
Date approved	Version 3.0 - 16/11/2017 Version 2.0 - 28/04/2016
Date of review	16/11/2022

These Guidelines provide information for the awarding of academic credit within CPEE Programs. Credit is based on recognition of learning through prior experience and/or studies (RPL). The awarding of RPL means that a student enters the program with advanced standing within their CPEE program of study. **These guidelines do not apply to the CPEE nested programs.**

Academic Credit

CPEE may award Specified Credit or Unspecified Credit. The awarding of credit means that a student who successfully applies for credit shall have a reduced number of Units to complete their CPEE program to meet the requirement for graduation. For example, a potential CPEE student who has been awarded 2 Units of Credit in the Masters of Pavement Technology upon enrolment will need to complete (pass) a further 6 Units to meet graduation requirements.

Specified Credit

This is where credit is awarded for a specific CPEE Unit(s) based on where prior study and learning outcomes have satisfied the objectives, learning outcomes and assessment requirements of that CPEE Unit(s). Typically, credit will be gained through previous relevant study at AQF Level 9 which, has been assessed by a higher education provider. Credit may also be awarded for relevant study at AQF Level 7/8 plus relevant professional experience. Typically, around 5 years of relevant professional experience after graduation is equated to one (1) AQF Level for the purpose of determining any awarding of credit.

Specified Credit - Internal (RPL-SCI)

Credit given under 'Specified Credit – Internal' will be awarded where study has been completed within a CPEE program or CPEE single unit and will be assigned the grade RPL-SCI. This grade will be

reported on the official student statement of results. This grade will not be included in calculations for graduating with merit or distinction.

Specified Credit - External (RPL-SCE)

Credit given under 'Specified Credit – External' will be awarded where study has been completed external to CPEE and will be assigned the grade RPL-SCE. This grade will be reported on the official student statement of results. This grade will not be included in calculations for graduating with merit or distinction.

Unspecified Credit - (RPL-UC)

This is where credit is given for a specified CPEE Unit(s) where prior study, learning and outcomes are viewed to be consistent with the broad outcomes of the CPEE Program and its graduate attributes. Typically such prior learning will have been gained through relevant study at AQF Level 5/6, relevant professional experience and recognised professional development programs such as short courses and workshops. The typical method to apply for Unspecified Credit is through presentation of a portfolio, which demonstrates relevant learning outcomes at AQF Level 9. Typically, around 5 years of relevant professional experience after graduation is equated to one (1) AQF Level for the purpose of determining any awarding of credit. Unspecified Credit will be assigned the grade of RPL-UC. This grade will not be included in calculations for graduating with merit or distinction.

Maximum Credit

Applications for credit under 'Specified Credit – External' and 'Unspecified Credit' will normally be considered for academic credit up to 25% of any CPEE Program. For the Master of Pavement Technology this is 2 Units. For the Graduate Certificate in Pavement Technology this is 1 Unit. Special consideration may be given for waiving this limit under special circumstances for up to 50% of any CPEE Program.

For study completed within CPEE, not as part of the CPEE nested programs, applications for credit under 'Specified Credit – Internal' will normally be awarded for up to 50% of any CPEE Program.

Applying for Academic Credit

All applications for academic credit must be made using the CPEE form "*Application for Academic Credit*", emailed or mailed to the CPEE Higher Education Officer, with certified attachments as per the instructions within that Form.