
Student Admission Policy - RPL

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Name

Signature

Position

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Mukhanyo Theological College

Student Admission Policy – Recognition of Prior Learning

1. Introduction and Scope of Application

- 1.1. This policy applies to applicants of Mukhanyo Theological College (hereafter MTC) who don't meet the entrance requirements of the Diploma of Theology and B.Th. and who wish to apply for Recognition of Prior Learning, (hereafter RPL).
- 1.2. This policy has to be read together with the *MTC Admission Policy – General*.
- 1.3. The applicant may have acquired various skills, competencies and experience during their lifetime. This learning that may have taken place outside of formal education and training is valuable. These skills or knowledge from training conducted may have been acquired while working in any church related ministry, experience gained in the church, short courses or from community work in a relevant field. RPL permits applicants to gain recognition towards formal diploma and degree qualifications in the form of admission, or module exemption. This is based on the level and extent of the applicant's knowledge. Prior learning will be measured against specified prescribed learning outcomes/syllabi.
- 1.4. This policy applies to informal or non-formal learning. RPL is applicable to students who:
 - 1.4.1. are 23 – 44 years of age, that want to gain admission to an accredited programme, without a National Senior Certificate.
 - 1.4.2. have done an unaccredited qualification and want to gain exemption from modules in an accredited programme.
- 1.5. Note:

Modules approved for exemption through the RPL process will not bear any credit value. The academic record will reflect "exempted" next to the module. The student will therefore graduate with a qualification with less credits than normally presented.

2. Objectives

To provide alternative access to admission, recognition and certification, for further learning and development.

3. Admission through RPL

- 3.1. Applicants for the Higher Certificate or B.Th. programme who meet the entrance requirements for the programmes as in the Admission Policy, should only complete the Student Application form (**APP1**).
- 3.2. Applicants for the Higher Certificate or B.Th. programmes, who do not meet the entrance requirements, but:
 - 3.2.1. Have obtained a National Senior Certificate (matric) and are 23 years of age and older, should complete the **APP1** and **APP2** forms (for Higher Certificate or B.Th. programmes).
 - 3.2.2. Have not obtained a National Senior Certificate (matric) and are 45 years of age and older, should complete the **APP1** and **APP2** forms (for Higher Certificate or B.Th. programmes).
 - 3.2.3. Have not obtained a National Senior Certificate (matric) and are 23 - 44 years of age, with at least 3 years' church related ministry experience, may apply for admission through RPL and should complete the **APP1** and **APP3A** forms (for Higher Certificate or B.Th. programmes).

3.3. If an applicant was granted admission to a higher qualification via RPL, he/she will not receive a certificate relevant to the lower qualification, but merely be allowed to register for a relevant higher qualification.

4. Exemption from modules through RPL:

4.1. Applicants should apply for RPL if they feel that the prior learning which they have gained meets the prescribed requirements of the equivalent module(s) offered by MTC and could consequently earn module(s) exemption.

4.2. Applicants may not re-apply for exemption of a module that was applied for previously for which the application was unsuccessful.

4.3. Applicants should apply for RPL if they feel that the prior learning which they have gained:

4.3.1. in the church, ministry or missions work,

4.3.2. through ministry-based training,

4.3.3. through relevant training programmes,

4.3.4. in community work in a relevant field,

4.3.5. any relevant personal learning experiences,

meets the pre-set requirements of the modules which MTC offers and could earn a module exemption.

5. Procedures

5.1. RPL exemption of modules, and/or access to an accredited programme, will only be granted after a rigorous academic assessment of the learner profile has been carried out in terms of the MTC prescribed standards and criteria.

5.2. The applicant's knowledge, skills and competencies will be assessed in the form of an exam, interview, ministry related project or a portfolio (which contains records of the applicant's experience, knowledge and skills).

5.3. If the application is successful, the applicant will be notified accordingly by MTC. If it is not successful, alternative routes of study would be recommended.

6. Restriction on RPL registrations

6.1. Not more than 10% of a cohort of students in either the Higher Certificate or Degree programmes will be admitted through RPL.

6.2. Full qualifications cannot be awarded solely on the basis of RPL. Exemption based on RPL will be limited to not more than 50% of the modules of the qualification programme in question. The applicant has to pass the remaining modules by studying at MTC before the qualification will be awarded.

6.3. The student will graduate with a qualification with less credits than normally presented, in accordance to the amount of module exemption awarded.

7. Appendices

7.1. RPL Application Procedure

7.2. RPL Application forms APP2, APP3A and APP3B.

7.3. Forms (obtainable from MTC at email address: strecords.mtc@gmail.com)

7.3.1.1. **APP1** - Student Application Form

7.3.1.2. **APP2** – Proof of experience in the field of study document

7.3.1.3. **APP3A** – RPL Application for admission to a programme without matric

7.3.1.4. **APP3B** – RPL Application for the exemption of modules

Applicants should keep a copy of the completed forms that were submitted for their records and as a proof.

