

Centre for Prior Learning Assessment (CPLA) Frequently Asked Questions

1. **What is RPL?**

Recognition of Prior Learning (RPL) is an assessment process that involves the assessment of an individual's relevant prior learning (formal, informal, non-formal learning) against the requirements specified for the course for which RPL is sought.

2. **How does one benefit from RPL?**

- i. What you know and can demonstrate can be assessed, confirmed and credited.
- ii. You can be assessed for the relevant knowledge and then access BOU programmes through the alternative route if you do not meet the entry requirements of a programme.
- iii. You can be assessed for a course without undergoing training and if you are found competent, you get credited for the course and you get exempted from doing it.
- iv. You can be admitted into a programme at intermediate level (e.g. begin at year three and progress from there). That is called entry with advanced standing.
- v. You can be saved from doing the courses that you already know (exemption), hence saving money through reduced tuition costs.
- vi. You can transfer credits of courses from a previous programme that you did not complete to the programme at BOU and complete it.

3. **Can my number of years in the workplace be recognised?**

RPL gives credit for the learning that took place, regardless of the number of years (NOT the experience). You will need to demonstrate what you know against the specified criteria.

4. **How much recognition can I be granted?**

Applicants will be granted RPL up to 40% of the qualification and do the remaining 60% with the institution.

5. **What is the cost of RPL?**

The RPL services are paid for and the fees are uploaded on the website.

6. **Can I appeal the RPL results?**

You can appeal the results if you feel the RPL process was not followed or the process followed was unfair. The Appeal letter should clearly state the reasons and be submitted within ten (10) working days after the release of the results.

7. **Who is eligible to apply for RPL?**

You must be an adult learner, with relevant work and life experience.

8. **When can I apply for RPL?**

Frequently visit the BOU websites for advertisements and make enquiries at the Regional Campuses and Headquarters.

9. **How do I apply for RPL?**

Applications are done online following the release of the advertisement.

10. **How is RPL assessed?**

- Portfolio of evidence
- Examination of your area of expertise
- Interviews
- Practical to demonstrate your skill

Any of the above or a combination of them.

11. **Where can I find more information about RPL?**

Consult the BOU website under Centres.
<http://www.bou.ac.bw>