**APL Application Form**

**Section A** to be completed by applicant

**Section B** to be completed by Admission Tutor

**Section C** to be completed by the Credit Approval Board

**Section A**

To be completed prior to admission. Please see guidance notes before completing form.

|  |
| --- |
| **1) All applicants complete this section** |
| Name |  |
| E-mail address |  |
| Full title of course are you applying for? Please see website for a full list of courses available. |  |
| Which academic year do you want to start? i.e. 2021-22 etc  |  |
| Are you applying for APEL or APCL or both?Please tickAPCL is the acronym used for accrediting prior **certificated** learning – that is modules or courses taken that resulted in marks being recorded or a certificate being awarded.APEL is the acronym used for accrediting prior **experiential** learning – that is work experience. | APCL Please complete section 2 only |  |
| APELPlease complete section 3 only |  |
| Both Please complete section 2 and 3 |  |
| Are you applying to skip a whole year of study or module(s) only? Please tick | Whole year(s)  |  |
| Module(s) |  |

|  |  |  |
| --- | --- | --- |
| Which stage of the course do you want to start from?Please tick | Year 1 |  |
| Year 2 |  |
| Year 3 |  |
| Year 4 |  |
| **2) APCL** |
| Which course have you completed? | *i.e. BSc (Hons) Equine Therapy* |
| When was this completed? |  |
| Which institution did you complete this at? |  |
| Do you have your results?  | Yes Please attach transcript or evidence of results |  |
| No Please confirm when do you expect to receive your results? |  |

|  |
| --- |
| Please list the modules you have successfully completed that you believe to be relevant to the WUC course for which you are applying. Please add extra rows as necessary. |
| Module Title | Learning outcomes – these can usually be found on the module specification or assignment briefs  | Creditnormally 10, 15, 20 or 30 | LevelLevel 4 = UG Year 1Level 5 = UG Year 2Level 5 = UG Year 3Level 7 = PG |
| *Example* Comparative Anatomy and Physiology | 1 Compare and contrast the anatomy and physiology of different vertebrate classes.2 Identify evolutionary adaptations across vertebrate classes to best fit and survive in their environments. | 15 | 4 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |
| --- |
| **3) APEL** |
| Which type of evidence you are supplying with your application?Please tick or add new rows if not listed.  | CV |  |
|  | Job Description |  |
|  | Vocational/Professional Training |  |
|  | Voluntary work |  |

|  |
| --- |
| **4) Submitting form** |
| By submitting this form you are declaring that the information contained within it is correct to the best of your knowledge. |
| Applicant’s Signature |  | Date |  |

**Section B**

|  |
| --- |
| Evidence of previous study/experience against proposed exempted modules Please add extra rows as necessary |
| WUC modules for which exemption is requested | Modules studied previously that map to this May be more than one piece of evidence against module, bridging studies needed or evidence of experiential learning |
| Module Code | Module Title | FHEQ level | Credits | Module Code (if known) | Module Title | FHEQ level | Credits |
| *Example*H0340575 | Plant propagation and Production (part) | 4 | 30 |  | Principles of Crop Production | 4 | 15 |
|  | Plant and Crop Nutrition | 4 | 15 |
| H0340033HO | Biological processes (15) | 4 | 15 | NA | Bridging Studies | NA | NA |
| H0340575 | Plant propagation and Production | 4 | (30) | NA | Student has worked as a nursery plant operative for five years. | NA | NA |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Total credit requested for exemption | Level 4: |  | Total credit required to complete the programme | Level 4: |  |
| Level 5: |  | Level 5: |  |
| Level 6:  |  | Level 6: |  |
| (Postgraduate): |  | (Postgraduate): |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Details of any bridging studies required |  | Completed successfully |  |
| To complete byDate |  |

|  |  |  |
| --- | --- | --- |
| Please attach course diagram and label modules with the following symbols | Modules which must be studied  | X |
| Module’s AP**C**L’d | C |
| Module’s AP**E**L’d | E |
| Bridging Studies | B |

|  |  |
| --- | --- |
| Please list the evidence you have reviewed in order to make your decisionE.g. transcript, portfolio, employers reference etc |  |
| Was the prior learning/experience evidenced was undertaken within the last 5 years? Please tick | Yes |  |
| No |  |
| If the prior learning was not taken within the last 5 years, please justify your reasons for accepting the currency of learning? E.g. personal development portfolio, employer’s letter |  |

|  |
| --- |
| **4) Submitting form** |
| By submitting this form you are declaring that:* the information contained within it is correct to the best of your knowledge
* that you have seen all relevant documentation listed above
* that you are in support of this application
 |
| Admissions Tutor Signature |  | Date |  |

**Section C**

|  |
| --- |
| **Writtle University College Credit Approval Board** |
| Approved *(subject to any conditions detailed below)* |  | Date |  |
| Conditions |  |
| RejectedReasons for rejection |  |