

**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.

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| **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 tick  APCL 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 |  |
| APEL  Please 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) |  |

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| 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? |  | |

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| 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 | Credit  normally 10, 15, 20 or 30 | Level  Level 4 = UG Year 1  Level 5 = UG Year 2  Level 5 = UG Year 3  Level 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 |
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| **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 |  |

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| **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**

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| 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 |
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| 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): |  |

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| Details of any bridging studies required |  | Completed successfully |  |
| To complete by  Date |  |

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| 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 |

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| Please list the evidence you have reviewed in order to make your decision  E.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 |  | |

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| **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**

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