

The Honorable Society of King's Inns

FORM RPL 2

RECOGNITION OF PRIOR LEARNING

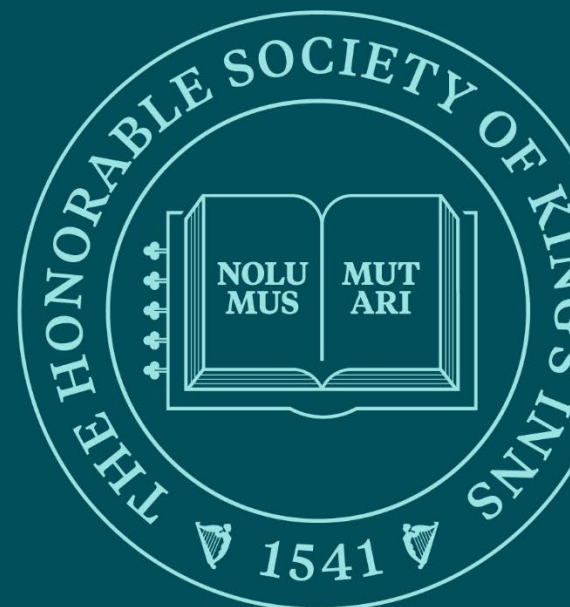
(RPL)

APPLICATION FORM
(ADVANCED ENTRY OR MODULE EXEMPTION)

Return to: THE REGISTRAR, KING'S INNS, HENRIETTA STREET, DUBLIN 1
registrar@kingsinns.ie

The personal data that you provide to King's Inns as part of this form will be processed in accordance with the GDPR (EU) 2016/679 and the Irish Data Protection Acts 1988-2018. You are responsible for informing King's Inns of any subsequent changes to your personal data.

For further information about how your personal data will be processed, please see our Data Protection Statement at <https://www.kingsinns.ie/data-protection-notice>



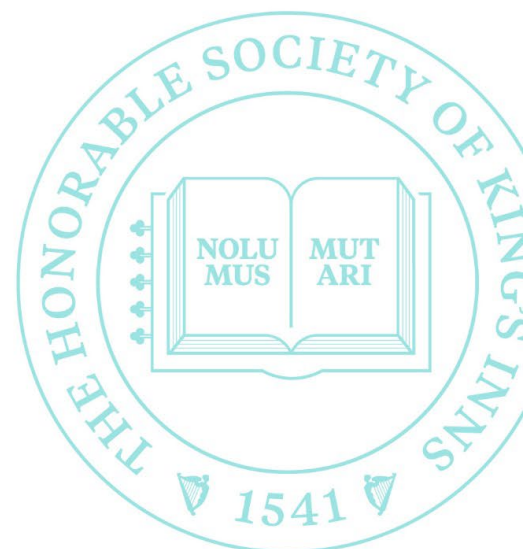
APPLICANT DETAILS

Name:	
Address:	
Tel (Mobile):	
Tel (Daytime):	
Email:	
Application number:	
Name of the Course that you are seeking RPL on:	

Please return this completed RPL Application Form 2 as soon as possible to the Registrar at registrar@kingsinns.ie

Signature:

Date:



SECTION 1

This form is for Recognition of Prior Learning where an applicant is seeking advanced entry (e.g. to start the Diploma in Legal Studies Course in year 2) OR exemptions from taking specific modules.

If you are a Mature applicant seeking admission from the start of the programme, please complete **RPL Form 1**. **Do not use this form.**

Please tick the appropriate box:

Advanced Entry

Please indicate what year you wish to gain entry to:

Module Exemption

Please indicate the name of the module/s you wish to seek an exemption for:

[Please complete full details in Section 3 - Part 2 below]

SECTION 2

Recognition is being sought on the basis of:

Please tick the appropriate box:

Prior **Certified** Learning

Complete Section 3

Prior **Experiential** Learning

Complete Section 4

Both of the above

Complete Sections 3 and 4

SECTION 3:

Part 1: Recognition of Prior Certified Learning

Please give the following details regarding your prior certified learning.

Note: This page can be copied if more space is needed.

Note: if your award was not fully completed indicate how much was successfully accomplished in the Year of Award field.

Course Name:	
Providing Institution:	
Award:	
NFQ Level:	
Duration of Course:	
Year of Award:	

Course Name:	
Providing Institution:	
Award:	
NFQ Level:	
Duration of Course:	
Year of Award:	

Course Name:	
Providing Institution:	
Award:	
NFQ Level:	
Duration of Course:	
Year of Award:	

Part 2: For completion by candidates seeking Module Exemptions.

If possible, please complete the table below showing the elements of your prior certified learning that match the specific King’s Inns module/s for which you are seeking exemption.

EXAMPLE ONLY

Module Title: Family Law

No of ECTS credits: 5 Credits

King’s Inns Module Learning Outcomes	Matching Learning Outcomes in your Prior Certified Learning.	Supporting Documentation Included (copies in Appendix)
Upon completion of the Family Law module, you should be to:		
Demonstrate in-depth knowledge and understanding of the key principles of Family Law and the legislation, case law, and constitutional provisions on which these principles are based.	Demonstrate a comprehensive command of Family Law, including relevant constitutional provisions, legislation, and cases.	Family Law Syllabus (including description of module learning outcomes) Transcript of results (including result of Family Law exam)
Identify the different causes of action that arise in Family Law, determine the appropriate remedies, and provide clear advice.	Analyse problems about Family Law to identify appropriate legal claims and remedies and to give accurate and comprehensive advice.	Family Law Syllabus (including description of module learning outcomes) Transcript of results (including result of Family Law exam)
Apply knowledge of Family Law to present relevant substantive and persuasive legal arguments in Family Law, underpinned, where appropriate, by ethical, effective, and targeted legal research.	Apply Family Law proficiently to formulate sound, convincing arguments supported by robust, ethical research.	Family Law Syllabus (including description of module learning outcomes) Transcript of results (including result of Family Law exam)
Scrutinise and reflect on how aspects of Family Law affect a group or range of groups within wider society.	Probe and reflect on Family Law’s effect on vulnerable populations.	Family Law Syllabus (including description of module learning outcomes) Transcript of results (including result of Family Law project)

Module Title:

No of ECTS credits:

King's Inns Module Learning Outcomes (LO)	Matching Learning Outcomes in your Prior Certified Learning	Supporting Documentation Included (copies in Appendix)
On successful completion of this module the learner will be able to:		

Part 3: For completion by candidates seeking Advanced Entry.

If you apply for advanced entry to the course (e.g., to start the Diploma in Legal Studies in Year 2), you may be asked to map your learning to the learning standards for this course. You can use the standards listed in the table below to outline your learning in such a way that it clearly articulates what you have achieved. If you are using both prior certified learning and prior experiential learning, then you can draw from both types of learning in your answer.

Please specify your NFQ level (current or most recent qualification):

Learning Standard	Learning Standards	Indicate how you have achieved this learning standard through a combination of your education, professional and other achievements.
Knowledge-Breadth	Specialised knowledge across a variety of areas.	
Knowledge-Kind	Recognition of limitations of current knowledge and familiarity with sources of new knowledge. Integration of concepts across a variety of areas.	
Know-How & Skill-Range	Demonstrate specialised technical, creative or conceptual skills and tools across an area of study.	

<p>Know-How & Skill-Selectivity</p>	<p>Exercise appropriate judgement in planning, design, technical and/or supervisory functions related to products, services, operations or processes.</p>	
<p>Competence-Context</p>	<p>Utilise diagnostic and creative skills in a range of functions in a wide variety of contexts.</p>	
<p>Competence-Role</p>	<p>Accept accountability for determining and achieving personal and/or group outcomes; take significant or supervisory responsibility for the work of others in defined areas of work.</p>	
<p>Competence-Learning to Learn</p>	<p>Take the initiative to identify and address learning needs and interact effectively in a learning group</p>	
<p>Competence-Insight</p>	<p>Express an internalised, personal world view, manifesting solidarity with others.</p>	

Part 4: Learning Evidence

Your claim for recognition of Prior Certified Learning **must** be supported by your **learning evidence**. This can include:

- A copy of your exam transcript (for each year of your prior courses of study)
- A copy of course syllabi and relevant module descriptions including module learning outcomes.
- Course Descriptions which include information on whether your prior learning was full-time or part-time study, the number of contact hours per week and learning outcomes

Please attach copies of your supporting documentation evidence to your completed application.

SECTION 4

Recognition of Prior Experiential (Non-formal and Informal) Learning

You **must** complete this section of the Form if you are presenting prior experiential learning for consideration by King's Inns.

- Please give a general outline of the experience and any non-formal learning (training courses etc.) that you are planning to present.
- Briefly describe where you achieved your prior experience and the relevant time frame.
- **If you are advised to do so, Section 4 can be accompanied by a more comprehensive **Learning Portfolio**.**
- In the Learning Portfolio, you can provide more detailed information on your prior work experience/non-formal learning and how it has contributed to your learning. You must relate this learning to the module learning outcomes or the entry criteria from the course that you are making this RPL application for.
- Please use the Learning Portfolio Template below to prepare your Learning Portfolio.
(Module Learning Outcomes will be available from your Course Coordinator or the Registrar).

LEARNING PORTFOLIO TEMPLATE

Part 1. Curriculum Vitae and Job Description

1. Employment

1.1 Current/Most recent Employment

Describe current duties and responsibilities in your present job. The aim is to provide a clear idea of where you work within an organisation and your main tasks and responsibilities.

Role	Name of Employer	From	To

Current/Most recent duties and responsibilities:

1.2 Previous Employment

Fill in any previous work experience here. Outline what position you held and your main duties and responsibilities.

Role	Name of Employer	From	To
<p>Previous duties and responsibilities:</p>			

Role	Name of Employer	From	To
<p>Previous duties and responsibilities:</p>			

**Please copy the table above if you need to add additional roles*

1.3 Training

	From	To

1.4 Other Education

	From	To

2. Relevant Additional Information

If information which is relevant to an application is not documented in the previous sections, it should be entered here.

2.1 Voluntary Work

Include any relevant voluntary work undertaken.

2.2 Leisure Activities

This can include any related learning or skills gained through interests or hobbies.

Part 2. Portfolio Inventory

1. Index of supporting documentation

This section is used to verify or prove that the learning occurred. You must verify what you said in the first two sections of the portfolio. You should list all of the evidence you are using to support your case in the Portfolio Inventory.

Here are examples of the range of evidence that can be used to verify all of the learning you have.

- | | |
|-----------------------------------|---|
| Records of on-the-job training | Reports on unpaid work |
| Published material | Documents |
| Letters of Certification | Critical incident reports |
| Judgements, evaluations by others | Copies of Certificates/References |
| Photographs/audio/video tapes | Completed project work |
| Diaries | Job Profiles |
| Teacher training records | Job Descriptions |
| Testimonials | Web Links e.g. to websites/ social media/ YouTube |

2. Evidence Inventory List

Item number	Type of Evidence
1.	
2.	
3.	
4.	
5.	

Insert links to the evidence items you listed in above or attach copies to your application.

Item number	Type of Evidence
1.	
2.	
3.	
4.	
5.	