RPL Process of the University of Oulu

While the overarching principles of RPL at the University of Oulu are defined in its Education Regulations (§ 27), the Education Council or University of Oulu Graduate School may offer practical guidelines for the process. Faculties define competencies and learning outcomes, which form the basis for recognition and accreditation. Programme curricula supply discipline-specific principles, unless specified elsewhere.

University

A teacher tutor or other PSP advisor instructs the student to evaluate prior learning and consider its relevance for his/her personal study plan (PSP). If eligible to proceed, the student is instructed to submit an RPL application. The advisor describes the RPL process and identifies the relevant RPL Assessor.

The RPL Assessor (head of degree programme or subject, faculty’s vice-dean for education or dean of graduate school) reviews the application, assesses the evidence and makes the decision to grant or reject the claim. The student can be asked to provide additional evidence for the claim.

The faculty Service Point registers the granted RPL credits or direct the student to the student services office of another faculty, where this can be done. The RPL process ends at this point.

Student

The student initiates the RPL process. He/she evaluates existing competence in view of the learning outcomes defined in the curriculum and decides whether he/she wants to seek credit for prior learning. Assistance will be provided by teacher tutors or other PSP advisors.

The student prepares an application for RPL as instructed (using the forms RPL 1A or 1B) with the necessary attachments. He/she also needs to take back-up copies of all documents. After assessment, the student picks up the decision from the RPL Assessor, unless instructed otherwise.

The student is notified of decisions relating to all units of study for which he/she is seeking RPL. If the student does not seek rectification from the Examination Board within 14 days of receiving notification, the decision and/or response remains effective, and the RPL credits the student may have been granted will be recorded accordingly. The RPL process ends at this point.

If the student is still dissatisfied with the decision and response, he/she may present a written request for rectification to the Examination Board using the RPL 2 Form within 14 days of receiving notification of the response. This form must be sent to the university’s Registry Office. The student must also submit a copy of the form and its attachments to the faculty.

The Examination Board considers the request and renders a decision in writing without undue delay. A statement may be requested from the RPL Assessor.

The RPL Assessor provides a written response to the rectification request without undue delay and delivers it to the faculty’s Chief Academic Officer. The student receives notification of the response.

The student is satisfied with the decision or response. He/she forwards positive decisions to the faculty’s Services Point.

The student is dissatisfied with the decision. He/she can present an informal written request for rectification within 14 days of receiving the decision. This request is submitted to the faculty’s Chief Academic Officer.

The student is notified of the board’s decision, and the RPL credits that the board may have granted will be entered into the study register. The student’s right to appeal ends.

The original decision is altered. The student is notified of the board’s decision. The RPL credits that the board may have granted will be recorded accordingly. The student’s right to appeal ends.

The original decision is not altered. The student is notified of the board’s decision. The student’s right to appeal ends.