

Recognition of Learning For Credit

Certificate in Domestic Maritime Operations (Restricted Limits)

Family Name		Date of Application	
Given Name/s			
DOB		Student ID/ NIN	
Street Address			
Suburb			
Town / City Postcode			
Home Ph		Mobile Ph	
Email			
<p>Please tick the courses you wish to have recognised as equivalent to certification currently held. Please attach copies of relevant certificates. <i>Note: see Policy overleaf</i></p> <p><input type="checkbox"/> Boatmaster</p> <p><input type="checkbox"/> MRROC</p> <p><input type="checkbox"/> Inboard Engine Maintenance</p> <p><input type="checkbox"/> Outboard Engine Maintenance</p> <p><input type="checkbox"/> GPS</p> <p><input type="checkbox"/> Radar</p> <p>Other :(please specify): _____</p>		<p>Office use only:</p> <p><i>RPL approved for:</i></p> <p><input type="checkbox"/> Boatmaster</p> <p><input type="checkbox"/> MRROC</p> <p><input type="checkbox"/> Inboard Engine Maintenance</p> <p><input type="checkbox"/> Outboard Engine Maintenance</p> <p><input type="checkbox"/> GPS</p> <p><input type="checkbox"/> Radar</p> <p><i>Comments / Recommendations:</i></p>	

Note:

- There is no fee for CRT. The Standard fee for RPL is \$50.00.
- If an assessment is required, to evidence current competency, it will be charged at the stipulated rate.

Please find enclosed payment for above.		Visa / Mastercard
Card no. _____	_____	CSV ____
Expiry date ____/____/____	Cardholders Name: _____	
Amount: \$ ____.	Cardholders signature _____	

Please complete and return to:

Training Manager; Commercial, Coastguard Boating Education, PO
 Box 91 322, Victoria St West, Auckland. Or by email to:
jason.rowledge@boatingeducation.org.nz

Policies relating to the Certificate in Domestic Maritime Operations Programme (CIDMO)

Policy 4.14 CBE Certificate in Domestic Maritime Operations (CIDMO) Recognition of Learning for Credit

Purpose: To outline processes and procedures for the recognition learning for credit for Certificate in Domestic Maritime Operations (Restricted Limits)

Scope: Any applicant/learner seeking to gain learning for credit for a CBE programme of study (CIDMO) qualification.

Information: Evidence of previously attained certificates of competence or other appropriate maritime qualifications may permit a student to receive credit for learning towards the Certificate of Domestic Maritime Operations. All applications will be considered and assessed, according to the guidelines below.

Recognition may be granted for a part or parts, or for a whole certificate, unit or module. Evidence may consist of:

- Formal study (a recognised certificate of competence or unit standard)
- Non-certificated courses (PD or other training)

Recognition of previously attained learning may consist of one or more of the mechanisms listed below.

- **Credit Recognition and Transfer (CRT)** –following NZQA guidelines, CBE describes CRT as a process where credit for outcomes already achieved by a student through formal study in relation to a qualification is recognized as credit for comparable outcomes in another qualification. CBE will credit recent training (within the past 5 years) in a specific area or unit of competency. For credit recognition transfer a candidate will be required to produce a document such as a certificate or authorized statement of attainment as evidence. CRT is normally only granted in cases of direct equivalency, where the course syllabus and assessment criteria matches or exceeds the certificate or module applied for. For example if you hold the Boatmaster and/or GPS certificates you can apply for CRT. Students whose qualification is more than 5 years old may apply via the RPL process.
- **Recognition of Prior Learning (RPL)** – is a process that involves formal assessment of a learner’s relevant and current knowledge and skills (gained through prior learning) to determine the achievement of learning outcomes of a qualification for the purpose of awarding credit towards that qualification. RPL will apply where an applicant has completed prior formal study (within the past 10 years) evidenced by a certificate or statement of attainment but where the prior study is not an exact match. In these cases equivalency may be granted in-part or as a whole. RPL applicants are normally required to demonstrate current competency through formal assessment (i.e., you may not be required to complete the module but you will be required to evidence competency in meeting the learning outcomes).

Procedure:

- All applications for CRT or RPL must be submitted on the application form (overleaf) together with suitable evidence. An evaluation fee (\$50) is required for RPL. Applications will then be considered and any further fees will be advised prior to processing.
- Applications will be reviewed within 7 working days of receipt of the completed application.
- Fees: The fee for the CIDMO programme will be reduced according to the number of modules for which the credit is received. Each module that receives credit attracts an administration fee of \$25. The training Manager Commercial will advise you of the CIDMO enrolment fee.
- Where demonstration of current competency is required candidates will be liable for the cost of the necessary assessment.