

## The Recognition of Prior Learning (RPL) Process

The principle of '**Recognition of Prior Learning**' ("RPL"), or the process of identifying, assessing and recognising previous learning wherever acquired, and whether formal, informal or non-formal, will be implemented for currently registered estate agents as well as for new estate agents who choose to go through this route to certification.

The RPL programme compares the previous learning and experience of estate agents against the learning outcomes of the FET Certificate: Real Estate and the National certificate: Real Estate respectively. The logbook that is to be maintained by intern estate agents may very well serve as their required Portfolio of Evidence for this purpose provided that it has been correctly and accurately maintained.

***There are two ways in which a qualification can presently be earned, namely:***

- the traditional way where a person attends structured training and is thereafter assessed for competence; or
- the non-traditional way where a person who already possesses the required skills and knowledge simply needs to be assessed for competence.

Recognition of Prior Learning, thus, simply represents that assessment process. It will up to each individual estate agent to select an RPL provider for this purpose.

***The following check list should be of assistance to candidates in this regard:***

- Is the provider duly accredited as an RPL Centre with the Services SETA?
- Does the provider have a letter issued by the Services SETA indicating competence to RPL against the Further Education and Training Certificate: Real Estate or the National Certificate: Real Estate, as the case may be?
- Is the also an EAAB approved RPL Centre?
- Can the provider RPL you against the FULL qualification? (If providers only offer RPL against certain unit standards you might then find that you need to source another provider to complete the RPL assessment.)
- Can the provider tell you about other RPL projects that they have successfully managed?
- Will the RPL provider also assess and moderate you?
- What is the cost of the RPL assessment?

A self-assessment which, is available on the Services SETA website, [www.serviceseta.org.za](http://www.serviceseta.org.za) to help you select electives and identify areas where you may need additional training;

Enrolment with an RPL Centre of your choice which will take you through a support process especially outlining the qualification against which you wish to be RPL'd, how to read and understand unit standards and how to prepare evidence to show competency in those unit standards;

Sufficient time to enable you to compile the necessary evidence in what is known as a Portfolio of Evidence. Evidence can be naturally occurring or evidence that you already have in your possession that can be linked to the qualification to show that you are competent. If you don't have such

naturally occurring evidence available you may, through the completion of projects and assignments, still be able to create sufficient evidence to show your competency;

Once your Portfolio of Evidence has been submitted it will be assessed. You may be found to be competent or not yet competent – but, in either case, will get written feedback from the assessor;

Some providers, in a finding of not yet competent, will give you a further chance to submit additional evidence at no cost while others may charge a fee for this. Find out at inception what the position is;

Once you have submitted all your evidence and it has been assessed the accredited RPL provider will arrange for the findings to be internally moderated by an accredited moderator to check that assessment procedures were properly followed. After this those findings will be externally moderated by the Services SETA and the EAAB provided the RPL Centre was properly accredited.

The RPL process is designed to accommodate busy, working adults. There will be a time commitment but, if you work consistently, this should not present any real problem. You have until the end of 2011 to complete the RPL process but you should start as soon as possible. It is best not to leave the RPL assessment to the last moment so that you become pressurised, stressed and unable to cope with what is a relatively simple process.

***It is important to note that Fidelity Fund Certificate Renewals are due by no later than 31 October each year. You will be required to produce proof of obtaining either your NQF Level 4 or 5 qualification when making your renewal for 2012.***

***If you have not obtained the qualification as yet, you will be required to produce a letter of proof from one of the Accredited RPL Centre's that have been approved (see [www.eaab.org.za](http://www.eaab.org.za) under Education), that you have made the commitment to undergo the course.***