


POLICY		
<p>Ref. to Legislative Frameworks:</p> <p>HESF2021: Standard 1.1 / 1.2 / 1.3 / 1.4 / 3.1 / 5.1 / 5.2 / 5.4 / 6.3 / 7.2</p> <p>SRT02015: Standard 1.2 / 1.4 / 1.8 / 1.12 / 3.5 / 5.1</p> <p>National Code 2018: Standard 1.2 / 2.1.1 / 2.1.2 / 2.1.6 / 2.1.7 / 2.3 / 2.4 / 2.5 / 3.1 / 3.3.1 / 3.3.2</p>	Articulation Arrangements	
Version: 3.5	Approved by: Academic Board	Issued on: 09/03/2023 Review by: 09/03/2025

Revision History

Current Version	Description of Change	Policy Developer	Effective Date
3.5	<p>Procedure created to implement policy principles. Procedural aspects are transferred from the policy to the new procedure.</p> <p>CT and RPL policy has been aligned to this policy.</p> <p>Roles updated.</p>	Compliance Manager and Academic Dean	09/03/2023
3.4	Updated to HESF 2021. Definition updated. References updated.	Compliance Manager and Academic Dean	10/02/2023
3.3	Consideration for overseas qualifications	The Academic Dean, CEO, Academic Quality Assurance Portfolio Holder and HQC	8/03/2019
3.2	<p>Applied editorial changes including updated the layout to align with the current template of policies and procedures</p> <p>Added references to National Code 2018</p>	Quality Assurance Support Officer	20/01/2018

PURPOSE

This policy serves as a guideline for articulation from an external educational institution into Higher Education (HE) courses offered by Academies Australasia Polytechnic (AAPoly).

POLICY STATEMENT

AAPoly provides transparent, flexible and equitable pathways of learning to allow students to complete an AAPoly Higher Education course of their choice.

SCOPE

This policy applies to articulation arrangements to be established with other institutions in Australia or overseas. Only accredited courses equivalent to minimum Level 5 in the Australian Qualifications Framework (AQF) are eligible for articulation arrangements.

DEFINITIONS

Articulation	A formal arrangement by which courses from an external institution are approved for credits into one or more of AAPoly's courses of study. Students applying for AAPoly's courses from an external organisation with such formal agreements will be considered for credits according to those agreements. Articulation agreements are also referred to as "pathways".
Australian Qualifications Framework (AQF)	Australian Government's policy for regulated qualifications in the Australian education and training system.
Transparent	Clearly articulated in documentation
Equitable	Fair and impartial
Credit	Credit is a benefit provided to a student by waiving one or more of the normal requirements for completion of a course of study, such as not having to complete a particular unit of study. Credit is obtained on the basis of evidence that the student has already undertaken learning that is deemed to be equivalent to the parts of the course of study for which credit has been granted. ¹

POLICY

1. Agreements

AAPoly may establish articulation arrangements with other institutions. The articulation guarantees the entry of the other institutions' students into agreed AAPoly Higher

¹ TEQSA's Guidance Note on Credit and Recognition of Prior Learning sighted on 01/02/2023

Education courses upon their successful completion of the relevant courses at the originating organisations nominated in the agreement.

2. Credit and Recognition of Prior Learning

Articulation arrangements that involve assessment and granting of academic credit must be consistent with AAPoly's Academic Credit and Recognition Policy.

3. Pathways

All pathways will define transparent and coherent relationships between the qualifications, including conditions for admission into AAPoly courses.

4. Cross-sector links

Cross-sector articulations can be established between Diploma (AQF Level 5) or and/or Advanced Diploma (AQF Level 6) with Higher Education – Undergraduate (AQF Level 7) and Higher Education – Postgraduate (AQF Level 8 and 9) courses.

5. Overseas Qualifications

Overseas qualifications must first be assessed for Australian equivalence for the purpose of consideration for credits.

RESPONSIBILITIES

- The Academic Board is responsible for the approval and maintenance of this policy. The Academic Board is also responsible for communicating this policy to the Academic Dean and Compliance Manager for implementation in the pursuant procedure and to the CEO for utilisation in the operational matters of AAPoly.
- The Academic Dean is responsible for communicating this policy to the relevant academic staff members. The Dean also constructs and maintains the relevant procedure that aligns with the policy. Academic Dean reviews all articulation agreements annually and initiates necessary actions following the reviews.
- The Chief Executive Officer (CEO) is responsible for communicating this policy to the Designated Head of Student Services and ensuring his/her understanding so that the Student Services team members can also implement the policy consistently with the procedure. The CEO also informs the Marketing Team, whose responsibility is to inform (in writing) education agents and prospective students about the availability of pathways and articulation agreements.

FEEDBACK

Queries or feedback about this policy should be directed to the Academic Dean through academicdean@aapoly.edu.au. The Academic Dean will respond to the written question or feedback within two (2) weeks from the receipt, unless an immediate response is required. Feedback that results in material changes will form a part of quality assurance and continuous improvement of AAPoly.

References

Source	Document Title
Internal	Academic Credit and Recognition of Prior Learning Policy and Procedure
	Enrolment Policy and Procedure
	Marketing Information and Practices Policy and Procedure
	Student Selection and Admission Policy and Procedure
External	Higher Education Standards Framework (Threshold Standards) 2021
	National Code of Practice for Providers of Education and Training to Overseas Students
	TEQSA Guidance Note: Credit Transfer and Recognition of Prior Learning