



S5.13 Recognition of AQF Policy

Preamble

Learning Systems Australia Pty Ltd recognises the AQF Qualifications and Statements of Attainment issued by other Registered Training Organisations.

Rationale

Standards for Registered Training Organisations (RTOs) 2015
Recognition of qualifications issued by other RTO's.
Australian Qualifications Framework (AQF) Guidelines.

Principles

Learning Systems Australia Pty Ltd recognises the AQF Qualifications and Statements of Attainment issued by other Registered Training Organisations.

Learning Systems Australia Pty Ltd informs clients of its recognition of AQF Qualifications and Statements of Attainment issued by other RTO's through some or all of the following:

- publicity material
- program information
- *Code of Practice*
- *Client Handbook*

Learning Systems Australia Pty Ltd implements its recognition of AQF obligations through providing recognition of prior learning and credit transfer where appropriate.

The RTO accepts and provides credit to learners for units of competency and/or modules (unless licensing or regulatory requirements prevent this) where these are evidenced by:

- a) AQF certification documentation issued by any other RTO or AQF authorised issuing organisation; or
- b) authenticated VET transcripts issued by the Registrar.

Learning Systems Australia Pty Ltd informs staff of the requirements of recognition of AQF Qualifications and Statements of Attainment issued by other Registered Training Organisations through some or all of the following:

- duty statements
- professional development events
- staff induction
- *Code of Practice*
- *Trainer and Assessor Handbook*
- *Client Handbook*

Other policies relating to this policy:

S1.01 Quality Management Policy
S6.15 Client Services Policy
S7.17 Staffing Policy
S8.18 Assessment Policy
S8.19 Recognition of Prior Learning Policy
S9.20 Service Delivery Policy
Code of Practice

Procedures relating to this policy:

S8 Recognition of Prior Learning and Credit Transfer procedures
S7 Staff induction procedures

Review Date

This policy is periodically reviewed and revised. Revisions are made as and when required. The period between reviews must not exceed 5 yrs. The date for review of this policy is on or before June 2026.

Signed:

Name: Wayne Smith
Position: Chief Executive Officer of Learning Systems Australia Pty Ltd

Date: