Credit Policy

Approved by	Academic Board
Approval date	25 November 2024
Previous approval dates	06/05/2024, 06/11/2017; 07/11/2016; 12/10/2015; 03/09/2012
Date for next review	2029
Responsible Officers and Committees	Director of Academic Coursework Director of Student Services Coursework Committee Student Support and Administration Committee
Related documents	Enrolment Policy (English Awards) Enrolment Policy (Korean Awards) Student Grievance Policy and Procedures Credit Assessment and Decision Procedures TEQSA Guidance Note: Credit and Recognition of Prior Learning
Higher Education Standards (2021)	1.1 Admission 1.2. Credit and Recognition of Prior Learning 1.5. Qualifications and Certification (1.5.7b) 7.1. Representation (7.1.3a, 7.1.3b) 7.2. Information for Prospective and Current Students (7.2.2a) 7.3. Information Management (7.3.2g)
National Code (2018)	Standard 2 Recruitment of an Overseas Student

1. Purpose

1.1 This Policy provides the framework for the award of credit, including recognition of prior learning, external study or exemption from requirements of a course of study, in conjunction with the specific credit provisions found in the Regulation governing each award.

2. Scope

2.1 This Policy applies to all enrolled students or applicants for admission toward a course of study through the University College as enrolled through its Member Institutions. Both applicants for admission and currently enrolled students are entitled to apply for and be granted credit as outlined within this policy.

3. Definitions

3.1 The Policy Document Glossary applies to this policy.

3.2 The following definitions also apply to this Policy:

Term	Definition
Advanced Standing Credit	A form of credit for any previous learning. At the University College, *Advanced Standing Credit* refers to the credit that has been applied for and awarded prior to the admission process being finalised (e.g. especially for Overseas students requiring a *Confirmation of Enrolment* and *Visa* to study onshore).
Course Transfer	Means when a student applies to change from one University College course to another and seeks to transfer units from the original course to the new course as per the *Enrolment Policy*.
Country Education Profiles (CEP)	Is an online qualifications recognition tool designed to help organisations understand overseas higher education and postsecondary technical and vocational educational qualifications. It can be used by universities and other education providers, professional bodies, employers, international organisations and governments to help understand the level of an overseas qualification.
Credit	Means any or all terms defined in this Policy which contribute towards reduction of the requirements of a course of study.
Credit Arrangement	The University College's formal recognition of certification issued by another organisation, that entitles students to receive standardised credit into a University College course. All credit arrangements are approved by the Academic Board and clearly outlined on the Credit Tables found in the *Credit Policy*.
Credit Determination	A University College decision relating to an application for Credit based on Formal, Informal, or Non-Formal Learning.

Term	Definition
Discipline	The University College's four scholarly Disciplines are: • Biblical Studies • Christian Life and Ministry (subdisciplines of Christian Counselling, Christian Spirituality, Mission, and Pastoral Theology); • Humanities in the Christian Tradition (subdisciplines of Church History, Philosophy, and Theological Education); • Theology (subdisciplines of Systematic Theology, Christian Ethics, and Worship and Liturgy) In terms of credit, it is matched to the definition and boundaries of each discipline and subdiscipline field and matched to the source discipline through academic judgment.
Equivalency	Means the equivalency between the source of credit and the course of study to which it is applied that is determined by a combination of three areas: learning volume, Australian Qualifications Framework level or other educational level, and the determination of discipline.
Exemption	Means the award of credit which does not contribute to the volume of learning required for a course but does contribute to the specific requirements of a course, such as a specific unit of study or study at a specific level or discipline.
Cross-institutional credit	Means the award of credit for study undertaken by a current student at the University College who is concurrently studying at another higher education provider recognised by the Academic Board provided the student has been granted prior approval to undertake the study and who will upon successful completion of the unit be granted credit. Successful *Cross-institutional Credit* applications always are applied as *Specified Credit*.
Formal Learning	Means learning that takes place through a structured program undertaken at an accredited education provider that leads to the full or partial achievement of an Australian Qualification Framework (AQF) qualification or an international equivalent recognised by the University College.
Informal Learning	Means learning gained through work, social, family, hobby or leisure activities and experiences. Unlike formal and non-formal learning, informal learning is not organised or externally structured in terms of objectives, time or learning support.
Learning Outcome	An outline of what students will be expected to know and be able to do upon successful completion of a Unit or Course (as the context requires).
Non-Formal Learning	Means learning that takes place though a structured program of learning but which does not lead to an officially accredited qualification.

Term	Definition
Recognition of Prior Learning	Means the award of credit for non-accredited learning (e.g. non-formal or informal) for which evidence exists to show that through the non-accredited learning experience the applicant achieved learning outcomes comparable to those of a specified unit or units.
Specified Credit	Means the award of credit which contributes to the volume, level of learning and the specific discipline requirements of a course.
Student Management System	The University College's management system that supports all aspects of Student lifecycle management, including admission, enrolment, credit, fees, assessment, progression, and graduation.
Unspecified Credit	Means the award of credit which contributes only to the volume of learning required for a course and does not contribute to the specific requirements of a course. *Unspecified Credit* is only permitted via a provision of the course Regulation to which the credit is granted and as per the Credit Table.
Volume of Learning	The volume of learning is a dimension of the complexity of a qualification. It is used with the level criteria and qualification type descriptor to determine the depth and breadth of the learning outcomes of a qualification. The volume of learning identifies the notional duration of all activities required for the achievement of the learning outcomes specified for a particular AQF qualification type. It is expressed in equivalent full-time years. (TEQSA definition)

4. Statements and Objectives

4.1 Credit may only be permitted if:

(a) students are not disadvantaged in achieving the Course Outcomes for the course of study into which credit is granted; and

(b) the integrity of the course of study is maintained; and

(c) the granting of credit is evidence-based, equitable and transparent; and

(d) the credit does not exceed the maximum allowed by the specific Course Regulation; and

(e) equivalency between the source of credit and the course of study to which it is applied is determined by a combination of three areas: learning volume, AQF or other educational level, and the determination of discipline area.

4.2 An applicant who has been granted credit by the University College in any form may not transfer that credit to another course of study and must reapply for credit in accordance with this Policy.

4.3 Credit is awarded up to two-thirds of an undergraduate award or one-half of a postgraduate award, unless otherwise specified in the specific Course Regulation.

4.4 There is no maximum limit of credit for:

(a) units undertaken at *The University College* in those instances where students are articulating through to a higher University College award;

(b) transitional arrangements made in the onboarding of cohorts through the Member Institutions and as outlined in the MOU or transitional agreement;

(c) approved credit arrangements as outlined on the Credit Table listed in the *Credit Policy*.

4.5 Undergraduate units cannot be used as Specified Credit in a postgraduate course. Postgraduate units can be applied to undergraduate courses.

4.6 Specified and Unspecified credit is granted only for completed units of study and awards that are accredited and have been undertaken at recognised an accredited Australian institution or international institutions as listed on the *Country Education Profiles* (CEP).

4.7 Vocational Qualifications will be granted credit based upon the guidelines in the Credit Table.

Types of Credit

4.8   **Specified Credit** may only be granted for a specific unit or units, or for a complete award provided:

    (a) the units or award completed are no more than ten years before the year in which application for credit is made; and
    (b) they are assessed as equivalent on the basis of AQF level, volume of learning, and discipline.

4.9   **Unspecified Credit** may only be granted on the basis that the completed study meets the requirements listed in the Regulation or Schedule governing the course of study towards which credit is sought. Unspecified credit cannot be used to meet the requirements of compulsory or core units.

4.10   **Exemption for Credit** may only be granted:

    (a) on the evidence that the completed study is equivalent to a specific requirement of the course and on the basis that the learning outcomes have been achieved, the AQF level has been met and the requirements for discipline have been fulfilled.

4.11   **Recognition of Prior Learning** applications are assessed on the evidence provided demonstrating that the learning experience is equivalent to a specific unit or requirement of the course, on the basis of the equivalence of the volume of learning, learning outcomes, and the competencies gained, or outcomes of the experience assessed as a whole. Applications for this credit must provide sufficient evidence which may include a combination of the following:

    (a) current resumé;
    (b) evidence of employment positions with descriptions;
    (c) verified samples of work;
    (d) verified project briefs;
    (e) evidence of reports and publications;
    (f) verified statements by relevant employers confirming the applicant's work experience, position and length of service; and
    (g) evidence of vocational courses and qualifications

4.12   **Cross-institutional Credit** involves undertaking a unit of study at another higher education provider that will contribute to the completion of the award being undertaken by a currently enrolled student of the University College. Once completed, this unit of study will be awarded as *Specified Credit* on the student's course record and transcript. Students must apply in advance and gain approval prior to undertaking any external units noting that applications will only generally be granted if that proposed unit of study is not easily accessible by the student at the University College through one of its Member Institutions.

Responsible Persons

4.13 Member Institutions raise applications for credit on behalf of the student and it is the Member Institution's responsibility to establish, in an evidence-based approach, how each recommendation for credit meets the requirements of this Policy.

4.14 Applications for credit are reviewed by the Academic Dean of the Member Institution who is responsible to ensure the legitimacy of the academic credit being sought including its equivalency in level, discipline and volume. Applications must include evidence of the study or learning for which credit is sought including academic transcripts for accredited study, and may include supplementary documentation such as outlines of individual units including details of the volume of learning, learning outcomes, and assessment tasks.

4.15 The Member Institution submits the application to the Director of Student Services who assesses the application based upon the *Credit Policy* (including the Credit Tables) and upon the recommendation of the Member Institution Academic Dean.

4.16 The Director of Student Services determines the outcome of each application and where required, consults additional University College academic staff in order to make a determination on the application outcome. The Director of Student Services reports these outcomes in regular cycles to the Student Support and Administration Committee.

4.17 Credit will be applied to the student's record in the *Student Management System* (SMS) and the transcript will clearly indicate what type of credit has been received and how much credit has been granted.

4.18 As required, Member Institutions can request for additional credit arrangements to be added to the Credit Table on the *Credit Policy*. These should be submitted to the Director of Student Services who will consult with the Provost or their academic delegate(s) for consideration before submitting a proposal for review and approval to the Academic Board.

Overseas Students

4.19 Applicants intending to study in Australia on an Overseas Student Visa must apply for *Advanced Standing Credit* and submit both their course admission application and credit application simultaneously with the outcome for credit resolved prior to admission.

4.20 If *Recognition of Prior Learning* or credit is granted to an overseas student, The University College must give a written record of the decision to the overseas student to accept and will retain the written record of acceptance for a minimum of two years after the overseas student ceases to be an accepted student.

Review and Appeal

4.21 An applicant under this Policy whose application for credit is refused by the applicant's Member Institution or by the Director of Student Services may apply in writing to the

Director of Academic Coursework within 20 working days for a review of the decision. The Director of Academic Coursework must give written notice of the review of the decision within 10 working days to the applicant. Where the applicant is still unsatisfied with the outcome, they may seek recourse as per the *Student Grievance Policy*. Where any perceived conflict of interest occurs, this process is reviewed the Dean or nominated delegate.

Saving Clause

4.22 Notwithstanding anything to the contrary contained herein, the Academic Board of the University College may, in any case in which it may deem it appropriate to do so, vary, dispense with or suspend any requirement or prescription by this policy, and report forthwith to the Council of the University College.

Reporting and review

4.23 The Director of Student Services must provide an annual report to the Academic Board on the execution of this Policy, including quantitative and qualitative data on:

(a) the number and type of credit applications and their approval rates;
(b) differentiated by applying Member Institution, by award requested;
(c) including any recommendations for improvement to this policy or its implementation;
(d) number of applications that were appealed.

5. Related Procedures and Forms

Guidelines	
Appendix A	Credit Table
Templates/Forms	
Appendix B	Credit Application Process

Credit Tables

The maximum credit that can be granted into each of these awards is set out in the following tables.

UNDERGRADUATE (UG)			
Course Name	Credit Required for Award	AQF Level	Credit Allowed into Award
Undergraduate Certificate in Ministry	36 Cps	5 -7	18 Cps
Undergraduate Certificate in Ministry (Korean)	36 Cps	5 -7	18 Cps
Undergraduate Certificate in Theology	36 Cps	5 -7	18 Cps
Diploma of Christian Studies (CRICOS: 071257J)	72 Cps	5	36 Cps
Diploma of Christian Studies (Korean) (CRICOS: 082723G)	72 Cps	5	36 Cps
Diploma of Leadership (CRICOS: 112549J)	72 Cps	5	36 Cps
Diploma of Liturgical Music	72 Cps	5	36 Cps
Diploma of Ministry	72 Cps	5	36 Cps
Diploma of Ministry (Korean) (CRICOS: 111032B)	72 Cps	5	36 Cps
Diploma of Theology	72 Cps	5	36 Cps
Advanced Diploma of Ministry	108 Cps	6	72 Cps
Associate Degree of Christian Thought and Practice (CRICOS: 071256K)	144 Cps	6	72 Cps
Associate Degree of Christian Thought and Practice (Korean) (CRICOS: 082721K)	144 Cps	6	72 Cps
Associate Degree of Counselling (CRICOS: 114817M)	72 Cps	6	36 Cps
Associate Degree Theology and Ministry (CRICOS: 112541F)	144 Cps	6	72 Cps
Bachelor of Arts	216 Cps	7	144 Cps
Bachelor of Counselling (CRICOS: 114818K)	216 Cps	7	144 Cps
Bachelor of Ministry (CRICOS: 082719D)	216 Cps	7	144 Cps
Bachelor of Theology (CRICOS: 063703C)	216 Cps	7	144 Cps
Bachelor of Theology (Korean) (CRICOS: 063705A)	216 Cps	7	144 Cps

POSTGRADUATE (PG)

Course Name	Credit Required for Award	AQF Level	Credit Allowed into Award
Bachelor of Ministry (Honours)	72 Cps	8	0 Cps
Bachelor of Theology (Honours) (CRICOS: 107375B)	72 Cps	8	0 Cps
Bachelor of Theology (Honours) (Korean) (CRICOS: 082722J)	72 Cps	8	0 Cps
Graduate Certificate in Arts (CRICOS: 082669J)	36 Cps	8	18 Cps
Graduate Certificate in Arts (Korean) (CRICOS: 082724G)	36 Cps	8	18 Cps
Graduate Certificate in Chaplaincy	36 Cps	8	18 Cps
Graduate Certificate in Counselling (CRICOS: 114819J)	36 Cps	8	18 Cps
Graduate Certificate in Governance and Canon Law	36 Cps	8	18 Cps
Graduate Certificate in Governance and Strategy	36 Cps	8	18 Cps
Graduate Certificate in InterCultural Ministry	36 Cps	8	18 Cps
Graduate Certificate in Leadership (CRICOS: 107378K)	36 Cps	8	18 Cps
Graduate Certificate in Leadership (Korean) (CRICOS: 112550E)	36 Cps	8	18 Cps
Graduate Certificate in Leadership and Theology	36 Cps	8	18 Cps
Graduate Certificate in Leadership Coaching	36 Cps	8	18 Cps
Graduate Certificate in Professional Supervision*	36 Cps	8	9 Cps
*9 Cps extra credit may be given for a Clinical Pastoral Education Certificate			
Graduate Certificate in Religious Education	36 Cps	8	18 Cps
Graduate Certificate in Theological Education	36 Cps	8	9 Cps
Graduate Certificate in Theological Studies (CRICOS: 107374C)	36 Cps	8	18 Cps

POSTGRADUATE (PG)

Course Name	Credit Required for Award	AQF Level	Credit Allowed into Award
Graduate Diploma of Arts (CRICOS: 063707K)	72 Cps	8	36 Cps
Graduate Diploma of Arts (Korean) (CRICOS: 082725F)	72 Cps	8	36 Cps
Graduate Diploma of Counselling (CRICOS: 114820E)	72 Cps	8	36 Cps
Graduate Diploma of Governance and Canon Law	72 Cps	8	36 Cps
Graduate Diploma of InterCultural Ministry	72 Cps	8	18 Cps
Graduate Diploma of Leadership (CRICOS: 107377M)	72 Cps	8	36 Cps
Graduate Diploma of Leadership and Theology	72 Cps	8	36 Cps
Graduate Diploma of Professional Supervision	72 Cps	8	36 Cps
Graduate Diploma of Religious Education	72 Cps	8	36 Cps
Graduate Diploma of Theological Studies (CRICOS: 107373D)	72 Cps	8	36 Cps
Master of Arts (CRICOS: 063708J)	108 Cps	9	54 Cps
Master of Arts has 2 pathways, credit allowed into awards will be capped at 50% of the Credit Required for Award			
Master of Arts (Korean) (CRICOS: 082726E)	108 Cps	9	54 Cps
Master of Arts (Korean) has 2 pathways, credit allowed into awards will be capped at 50% of the Credit Required for Award			
Master of Counselling (CRICOS: 114821D)	108 Cps	9	54 Cps
Master of Divinity (CRICOS: 063710D)	216 Cps	9	108 Cps
Master of Divinity (Korean) (CRICOS: 082727D)	216 Cps	9	108 Cps
Master of InterCultural Ministry	72 Cps	9	18 Cps
Master of Leadership (CRICOS: 107376A)	72 Cps	9	18 Cps
Articulating students with an AQF 8 Graduate Diploma in Leadership from the University College will receive credit of 36 credit points			
Master of Leadership and Theology	108 Cps	9	54 Cps
Master of Professional Supervision	72 Cps	9	36 Cps
Master of Religious Education	108 Cps	9	54 Cps
Master of Theological Studies (CRICOS: 107372E)	72 Cps	9	36 Cps
Master of Theology (CRICOS: 063709G)	108 Cps	9	54 Cps
Master of Theology (Korean) (CRICOS: 082728C)	108 Cps	9	54 Cps

UNDERGRADUATE (UG)		Credit Transfer for Completed VET Qualification					
VET Qualification (Specialising in Theology, Bible or Ministry)	VET Qualification Duration	Credit into AUCD Bachelors	Credit into AUCD AsDeg	Credit into AUCD AdDip	Credit into AUCD AsDegCouns	Credit into AUCD DipChSt	Credit into AUCD DipMin/Th/Le
		(216Cps)	(144Cps)	(108Cps)	(72Cps)	(72Cps)	(72Cps)
Certificate IV *	Minimum 1 year.	36 Cps	18 Cps	9 Cps	9 Cps	9 Cps	36 Cps
Diploma	For each year of study up to 2 years. Minimum 1 year.	36 Cps	18 Cps	18 Cps	9 Cps	9 Cps	36 Cps
Advanced Diploma	For each year of study up to 2 years. Minimum 1 year.	36 Cps	18 Cps	18 Cps	9 Cps	9 Cps	36 Cps

For VET Counselling qualifications, see Credit Arrangements below.

*No more than 9cps will be awarded per AUCD discipline.

UNDERGRADUATE (UG)		Credit Transfer for Completed VET Qualification					
VET Qualification (Non Theology, Non Bible or Non Ministry or Non Counselling)	VET Qualification Duration	Credit into AUCD Bachelors	Credit into AUCD AsDeg	Credit into AUCD AdDip	Credit into AUCD AsDegCouns	Credit into AUCD DipChSt	Credit into AUCD DipMin/Th/Le
		(216Cps)	(144Cps)	(108Cps)	(72Cps)	(72Cps)	(72Cps)
Diploma	Minimum length 2 years.	18 Cps	-	-	-	-	9 Cps
Advanced Diploma	Minimum length 3 years.	27 Cps	-	-	-	-	9 Cps

UNDERGRADUATE (UG)		Credit Transfer for HE Units					
HE Units (Theology, Biblical, Ministry, Counselling, or equivalent to AUCD units)	HE Unit Result from an Accredited Institution	Credit into AUCD Bachelors	Credit into AUCD AsDeg	Credit into AUCD AdDip	Credit into AUCD AsDegCouns	Credit into AUCD DipChSt	Credit into AUCD DipMin/Th/Le
		(216Cps)	(144Cps)	(108Cps)	(72Cps)	(72Cps)	(72Cps)
AQF 5 Units	Per equivalent unit	9 Cps	9 Cps	9 Cps	9 Cps	9 Cps	9 Cps
AQF 6 Units	Per equivalent unit	9 Cps	9 Cps	9 Cps	9 Cps	9 Cps	9 Cps
AQF 7 Units	Per equivalent unit	9 Cps	9 Cps	9 Cps	9 Cps	9 Cps	9 Cps
AQF 8 Units	Per equivalent unit	9 Cps	9 Cps	9 Cps	9 Cps	9 Cps	9 Cps
AQF 9 Units	Per equivalent unit	9 Cps	9 Cps	9 Cps	9 Cps	9 Cps	9 Cps

UNDERGRADUATE (UG)		Credit Transfer for Completed HE Awards					
HE Completed Courses (Non Theology, Non Ministry or Non Counselling)	HE Completed Courses Duration	Credit into AUCD Bachelors	Credit into AUCD AsDeg	Credit into AUCD AdDip	Credit into AUCD AsDegCouns	Credit into AUCD DipChSt	Credit into AUCD DipMin/Th/Le
		(216Cps)	(144Cps)	(108Cps)	(72Cps)	(72Cps)	(72Cps)
AQF 5 Courses	Minimum length 1 year.	9 Cps	-	-	-	-	18 Cps
AQF 6 Courses	Minimum length 2 years.	27 Cps	9 Cps	9 Cps	-	-	27 Cps
AQF 7 Courses	Minimum length 3 years.	36 Cps	18 Cps	9 Cps	-	9 Cps	36 Cps

POSTGRADUATE (PG)

VET Qualification (Specialising in Theology, Bible and Ministry)	VET Qualification Duration	Credit into AUCD Masters	Credit into AUCD Grad Dip	Credit into AUCD Grad Cert
		(216/144/108/72Cps)	(72Cps)	(36Cps)
Graduate Certificate	Equivalent to AUCD Graduate Certificates	36 Cps	36 Cps	18 Cps
Graduate Diploma	Equivalent to AUCD Graduate Diplomas	54 Cps	36 Cps	18 Cps

For VET Counselling qualifications, see Credit Arrangements below.

POSTGRADUATE (PG)

HE Units (Specialising in Theology, Bible or Ministry)	HE Unit Result from an Accredited Institution	Credit into AUCD Masters	Credit into AUCD Grad Dip	Credit into AUCD Grad Cert
		(216/144/108/72Cps)	(72Cps)	(36Cps)
AQF 5-7 Units	No Credit will be given for units AQF5-7 unless stated in Award Regulation	-	-	-
AQF 8 Units	Per equivalent unit	9 Cps	9 Cps	9 Cps
AQF 9 Units	Per equivalent unit	9 Cps	9 Cps	9 Cps

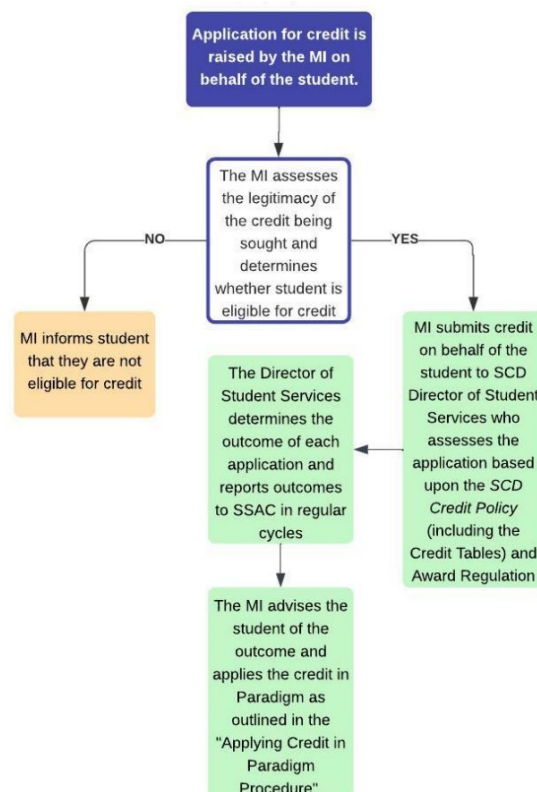## CREDIT ARRANGEMENTS

Provider	Description	Level and Subdiscipline	Credit into AUCD PG Courses	Credit into AUCD UG Courses
CPE Provider	CPE 1 Certificate	Pastoral Theology (P)	18 Cps (AQF 8)	18 Cps (AQF 7(100))
CPE Provider	CPE 2 Certificate	Pastoral Theology (P)	18 Cps (AQF 9)	18 Cps (AQF 7(200))
CPE Provider	CPE 3 Certificate	Pastoral Theology (P)	18 Cps (AQF 9)	18 Cps (AQF 7(200))
CIS	Catholic Education Office 'Growing in Faith' course	Pastoral Theology (P)	9 Cps (AQF 8)	9 Cps (AQF 7(100))
AIFC	Graduate Diploma of Counselling (Christian) (10900NAT)	Master of Counselling	54 Cps*	-
*54Cps in Counselling				
AIFC	Advanced Diploma of Counselling and Family Therapy (Christian) (10487NAT)	Bachelor of Counselling	-	72Cps*
*Total of 72Cps – 54Cps in Counselling at 7200 and 18Cps in Pastoral Theology at 7200. *Includes Exemptions for C7240 Counselling Practicum II and C7202 Counselling Theories and Practice II.*				
Accredited VET Provider	Diploma of Counselling (CHC51712) Diploma of Counselling (CHC51015)	Bachelor of Counselling	-	72 Cps*
*Total of 72 Cps - 54Cps in Counselling (36Cps at 7100 and 18Cps at 7200) and 18Cps in Pastoral Theology (18Cps at 7200). *Includes Exemptions for C7140 Counselling Practicum I and C7102 Counselling Theories and Practice I.*				
PBC	Diploma of Counselling	Bachelor of Counselling	-	72Cps*
*Total of 72 Cps - 45Cps in Counselling (27Cps at 7100 and 18Cps at 7200), 9Cps in Pastoral Theology (9Cps at 7200), 18Cps specified credit depending on electives chosen. *Includes Exemptions for C7140 Counselling Practicum I and C7102 Counselling Theories and Practice I.*				
REAP BBI-TAITE	Toowoomba Catholic Schools and Brisbane Catholic Education's Religious Education Accreditation Program (REAP)	Theological Education (D) OR Pastoral Theology (P)	9 Cps (AQF 8)	-
Satisfactory completion of REAP allows for one unit of Theological Education or Pastoral Theology specified credit (9 credit points) at AQF Level 8 into any of these AUCD suite of awards: Graduate Certificate in Theological Studies, Graduate Diploma in Theological Studies, Masters of Theological Studies, Graduate Certificate in Religious Education, Graduate Diploma in Religious Education, Masters of Religious Education, Graduate Certificate in Leadership and Theology, Graduate Diploma in Leadership and Theology, Masters of Leadership and Theology.				
PEARL BBI-TAITE	Sydney Catholic School's Program for Emerging and Aspiring Religious Leaders (PEARL) program	Specified Credit dependent on AUCD Award	9 Cps (AQF 9)	-

Satisfactory completion of the PEARL program (including three assessment tasks graded by BBI-TAITE at Pass level) allows for one unit of specified credit (9 credit points) at AQF Level 9 into any of these AUCD awards: Graduate Certificate in Theological Studies, Graduate Diploma in Theological Studies, Masters of Theological Studies, Graduate Certificate in Religious Education, Graduate Diploma in Religious Education, Masters of Religious Education, Graduate Certificate in Leadership and Theology, Graduate Diploma in Leadership and Theology, Masters of Leadership and Theology.

MSA BBI-TAITE	Marist Schools Australia (MSA) 1. Footsteps 1 – Making Jesus Christ Known and Loved 2. Footsteps 2 – Making Jesus Christ Known and Loved 3. Leadership from a Marian Perspective 4. Marist Educational Leadership 5. Marist Pilgrimage and Study Tour	Theology (T)	9 Cps (AQF 8)	-

Satisfactory completion of the requirements (attendance, participation, assessment tasks submitted and graded Pass/Fail) of one of these programs allows for one unit of Theology credit (9 credit points) at AQF Level 8 into any of these AUCD awards: Graduate Certificate in Theological Studies, Graduate Diploma in Theological Studies, Masters of Theological Studies, Graduate Certificate in Religious Education, Graduate Diploma in Religious Education, Masters of Religious Education, Graduate Certificate in Leadership and Theology, Graduate Diploma in Leadership and Theology , Masters of Leadership and Theology.

BBI-TAITE will require the students to complete two assessment items set and marked by BBI-TAITE.

CEWA BBI-TAITE	Catholic Education Western Australia (CEWA)	Theology (T)	9 Cps (AQF 9)	-

One graduate unit of credit in a graduate award on the basis of:

a) 30-36 hours of intensive seminars on 3 topics in theological studies (i.e. including ecological theology, faith and science, or catholic social justice teaching).
b) All the participants have at least an undergraduate award as required for certification as a teacher K-12.
c) The lecturer meets the N+1 qualification threshold to teach at masters level.
d) Three (3) assessments of 2500 word each, graded at AQF Level 9 by a N+1 marker.

CDC (AICD) BBI-TAITE	AICD's Company Director's Course (CDC)	Pastoral Theology (P)	9 Cps (AQF 9)	-

Satisfactory completion of the CDC allows for one unit of Pastoral Theology specified credit (9 credit points) at AQF Level 9 into any of these Graduate Diploma or Master AUCD awards: Leadership, Leadership and Theology, Religious Education, Theological Education.				
TBC BBI-TAITE	The Brown Collective (TBC) 1. Pathways to Leadership/Leading with Impact; OR 2. Leading from Within/Leading with Impact; OR 3. Leading with Integrity for Excellence: Governance for Catholic Schools	Pastoral Theology (P) Leadership and Theology, Theological Studies and Religious Education nested awards.	9 Cps (AQF 8)	-
SYDNEY CATHOLIC SCHOOLS BBI-TAITE	Industry Credit Arrangement: Catholic Schools Work Teach and Lead Policy (Sydney Catholic Schools)	Specified Credit dependant on units completed.	36 Cps (AQF 8)	-
Four units of specified credit at AQF Level 8 in a Graduate Diploma in Religious Education, Graduate Diploma in Theological Studies or Graduate Diploma in Leadership and Theology will be granted to a student who has met the requirement to teach Religious Education according to the Catholic schools policy document Work Teach and Lead (Category D) through successful completion of 6 undergraduate units in Theology, Religious Education or Leadership within an undergraduate education award.				
ALPHACRUCIS PSC	Alphacrucis VET Diploma (12 units) in the field of leadership, ministry, theology (or equivalent)	Associate Degree of Theology and Ministry. Specified credit dependent on the field completed.	-	72cps (AQF 5)

Credit Application Process

1. A Request for Credit Application template is available in the SSAC Member Institution Folder in SharePoint (see attached sample). This template must be completed for each student credit application and clearly indicate:
   - the type of credit that the student is requesting, ie. Exemption, Specified Credit, Unspecified Credit, Recognition of Prior Learning (RPL);
   - the discipline and level;
   - which line item it will be applied to as per the nominated Award Regulation.

2. Specified Credit requests for compulsory units (units that MUST be completed to meet the Award Regulation) must also be accompanied by an Exemption request for the same compulsory unit.

3. All requests for application of credit are uploaded to the SSAC Member Institution Folder >SSAC Reports >SSAC Request for Credit Report> Credit Applications by MIs. Supporting documentation must also be uploaded, ie. transcripts, RPL application, unit outlines, resume etc…

4. The Director of Student Services will assess each application (normally within 10 business days) based on the Credit Policy, credit tables and Award Regulation and make a recommendation to the Student Services and Administration Committee for noting.

5. The MI advises the student of the outcome and applies the credit to the students record in Paradigm as per the "Applying Credit in Paradigm Process".

6. **RPL Applications** – In addition to the requirements outlined in the Credit Policy, all applications must be accompanied by a completed Application Form which is available in the SSAC Member Institution Folder. The RPL Application must be approved by the MI Academic Dean prior to being submitted (as outlined above) and will then be assessed by two SCD Academics for final approval.