



SUSSEX NEIGHBOURHOOD HOUSE Inc.

RECOGNITION OF QUALIFICATIONS POLICY

- As a Registered Training Organisation (RTO), Sussex Neighbourhood House will recognise Australian Qualifications Framework (AQF) qualifications and statements of attainment issued by any other Registered Training Organisation.
- Similarly, it is anticipated that AQF qualifications and statements of attainment issued by Sussex Neighbourhood House in its role as an RTO, will be recognised by all other RTOs.
- Sussex Neighbourhood House will inform students enrolling for an AQF qualification, or part qualification, of this mutual recognition obligation.
- Sussex Neighbourhood House will inform staff delivering an AQF qualification, or part qualification, of this mutual recognition obligation.
- All students will be offered information regarding their right to apply for Recognition of Current Competencies.
- Where a student holds an AQF qualification and/or statements of attainment, it may be deemed necessary by the student, and/or the tutor, for that student to have access to a bridging course in order for the student to be able to participate successfully in the subsequent course of their choice. These options will be developed in consultation with students.

PROCEDURES

- As a Registered Training Organisation (RTO), Sussex Neighbourhood House will recognise Australian Qualifications Framework (AQF) qualifications and statements of attainment issued by any other Registered Training Organisation.
- Sussex Neighbourhood House will inform students enrolling for an AQF qualification, or part qualification, of this mutual recognition obligation.
- Sussex Neighbourhood House will inform staff involved in delivering an AQF qualification, or part qualification, of the mutual recognition obligation.
- All students will be offered information regarding their right to apply for Recognition of Current Competencies and the processes and costs involved.

- Where a student holds an AQF qualification and/or statements of attainment, it may be deemed necessary by the student, and/or the tutor, for that student to have access to a bridging course in order for the student to be able to participate successfully in the subsequent course of their choice.
- Where a student holds an AQF qualification and/or statements of attainment, a copy of that qualification and/or statement of attainment will be placed in the student's individual file.
- It is acknowledged that in some instances it may be necessary to verify the details of an individual's qualification and/or statement of attainment with the issuing institution.