

<b>Policy Name</b>	Access, Transfer & Progression Policy
<b>Policy Code</b>	ETP 3.03
<b>Policy Author</b>	Head of Training & Quality
<b>Revision Number</b>	3
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<b>Expected Revision Date</b>	+2 Years

## 3.2 Access, Transfer & Progression Policy

### 3.2.1 Access, Transfer & Progression Policy Statement

Elevation Training facilitates learners in accessing its programmes and transferring and progressing to further study thereafter.

### 3.2.2 Access

Elevation Training has stated minimum entry requirements for Elevation Training programme outlined in the admissions policy ([ETP 3.08](#)). [Entry requirements](#) for our courses are also available on the Elevation Training website.

Learners can gain access to programmes either by meeting these criteria or through an [application for Recognition of Prior Learning \(RPL\)](#). Learners who do not have academic achievements that meet the Elevation Training entry requirements but who have non-formal or experiential learning are invited to use the RPL process to gain access to a programme.

### 3.2.3 Transfer & Progression

Elevation Training provides programmes at Level 5 on the NFQ. Learners can transfer to other Level 5 modules of the healthcare major award programme with us or with other providers. Elevation Training do not currently facilitate opportunities for students to progress to Level 6 and above within Elevation Training.

However, Elevation Training advises learners regarding progression to programmes provided by other training institutes or Education and Training Boards. Information is provided on possible progression routes to other programmes.

### 3.2.4 Scope

This policy applies to all learner applicants.

### 3.2.5 Definitions<sup>1</sup>

➤ Access

Refers to the “process by which learners may commence a programme of education and training having received recognition for knowledge, skill or competence required”

➤ Transfer

Refers to a “the process by which learners may transfer from one programme of education and training to another programme having received recognition for knowledge, skill and competence acquired”.

➤ Progression

Refers to “the process by which learners may transfer from one programme of education and training to another programme”.

### 3.2.6 Who is responsible for implementing this policy?

The Programme & Compliance Manager is responsible for implementing this policy.

<b>Working Documents</b>
Recognition of Prior Learning Procedure ( <a href="#">ETPR 3.07</a> )
<a href="#">RPL Application Form</a>
<a href="#">Learner Application Form</a>
<a href="#">Appeals Form</a>
Admissions Policy ( <a href="#">ETP 3.08</a> )

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<sup>1</sup> <https://www.qqi.ie/Articles/Pages/Access,-Transfer-and-Progression.aspx>