

RPL REQUIREMENTS PER QUALIFICATION

In certain cases, admission may be granted through Recognition of Prior Learning (RPL). Before applying for RPL, please review the minimum requirements for your chosen programme listed below. Note that RPL admission is limited to 10% of the student cohort for any programme, making places very limited. Meeting the RPL requirements does not guarantee admission.

Higher Certificate in Banking Services

NQF: 5

Applicants who do not meet all the required admission criteria for entry but who have extensive work experience in the banking industry or financial sector may apply for admission to the Higher Certificate in Banking Services in terms of Milpark's Recognition of Prior Learning Policy. Applicants must have a minimum of five years of employment experience in the banking or financial sector industry, and demonstrate potential to complete the programme.

Applicants will be required to provide evidence as outlined below when applying for admission via the RPL route:

- Proof of English proficiency through a letter of motivation that focuses on communication in the work role.
- The student must be 23 years or older.
- The student must have a minimum of five years' relevant work experience in the banking industry or financial services sector.
- The student must provide evidence of their level of knowledge and prior experience and/or education certificates and transcripts (N3, N4 or N5 can be considered for admission onto an NQF5 qualification).
- The student must provide a letter of motivation from their employer.
- The student must provide a comprehensive curriculum vitae.

Higher Certificate in Financial Planning

NQF: 5

Applicants for the Higher Certificate in Financial Planning must have a minimum of one year of relevant work experience.

Applicants will be required to provide evidence as outlined below when applying for admission via the RPL route:

- Comprehensive Curriculum Vitae
- Evidence of applicant's level of knowledge and prior experience and/or education, providing the following if available:
 - DOFA certificate (Date of First Appointment with FSCA as a representative)
 - Regulatory Exam

Successful Recognition of Prior Learning (RPL) applicants will receive conditional admission to the "Introduction to Financial Planning Environment" module (IFPE01-5) in their first semester. Full admission will be granted upon successful completion of this module, allowing students to continue with the remainder of the qualification.

Higher Certificate in Financial Products

NQF: 5

Applicants interested in applying via RPL will be considered individually by the relevant Head of School. However, admission on these grounds is limited. RPL applicants must have a minimum of one year of relevant work experience.

Applicants will be required to provide evidence as outlined below when applying for admission via the RPL route:

- Comprehensive Curriculum Vitae.

RPL REQUIREMENTS PER QUALIFICATION



Higher Cert in Short-term Insurance

NQF: 5

In general, the intake for the Higher Certificate in Short-term Insurance is very high, making it possible for most applicants to be successful in their RPL requests.

For RPL to be considered, the applicant would be required to submit a copy of his/her CV; relevant work experience is integral to acceptance onto the qualification. The applicant must have at least one year's financial services industry experience to be successful. A check is also done to ascertain the applicants proficiency in English.

Because this is an entry level qualification and for compliance, applicants are very rarely declined admission. In certain instances, applicants will be admitted to the qualification and be advised that they need to complete a specific module first before they can carry on. This is then monitored by the Programme Manager (PM) who will make notes and follow up after results are released to check the student's progress.

Another route of RPL especially designed for international applicants, who do not have the SAQA Certificate of Equivalence, can be followed by completing the short courses Class of Business: Personal Lines and Class of Business: Commercial Lines as their admission criteria via RPL. This serves as RPL via assessment.

We will look at each one individually and log their CV's and COB Certificates that will serve as the assessment criteria for RPL. This is still RPL so a maximum of 10% of admissions can be accepted via this.

Applicants will be required to provide evidence as outlined above when applying for admission via the RPL route.

Advanced Certificate in Banking Services

NQF: 6

Applicants who are 23 years and older and do not meet the normal admission criteria can apply for admission into the qualification via RPL based on work experience and/or prior qualifications.

Applicants who do not have the required NQF Level 5 qualification in Banking but who have extensive work experience and/or proven leadership in the banking industry or financial services sector may apply in terms of Milpark's Recognition of Prior Learning policy. However, admission on these grounds is limited.

RPL applicants must have a minimum of 10 years of employment experience within the banking industry or financial services sector and demonstrate the potential to complete the programme. Applicants will be required to provide evidence as outlined below when applying for admission via the RPL route:

- Copy of matric/senior certificate
- Copies of certificates and transcripts of all prior qualifications
- Comprehensive curriculum vitae
- Letter from the employer (on company letterhead) confirming your employment period, job role and duties.



RPL REQUIREMENTS PER QUALIFICATION



Adv Certificate in Financial Planning

NQF: 6

Applicants must have:

- A minimum of two years of relevant work experience.
- Experience in the role of paraplanner or financial adviser/ planner will be advantageous
- A Matric Certificate and/or NQF level 4/5 (or higher) qualification in a related field.

Applicants will be required to provide evidence as outlined below when applying for admission via the RPL route:

- Comprehensive Curriculum Vitae
- A letter motivating how the qualification will assist the prospective student and how the qualification links with their line of work.
- Matric and/or other qualification certificates.
- Certified academic transcript/statement of results of previous qualifications.

Successful Recognition of Prior Learning (RPL) applicants will receive conditional admission to the "Legal Aspects" module (LEGA01-6) in their first semester. Full admission will be granted upon successful completion of this module, allowing students to continue with the remainder of the qualification.

Advd Certificate in Short-term Insurance

NQF: 6

Applicants will be required to provide evidence as outlined below when applying for admission via the RPL route:

- Highest tertiary qualification
- Evidence of completed RE5
- Comprehensive curriculum vitae

Another route for Recognition of Prior Learning (RPL) requires applicants to complete the Personal Lines Insurance (PERL01-5), Commercial Lines Insurance (COLI01-5), and Risk Management (RIMA01-5) modules as part of the Bridging Course: Advanced Certificate in Short-Term Insurance. Only after successfully completing these modules can they progress to the full Advanced Certificate in Short-Term Insurance qualification.



RPL REQUIREMENTS PER QUALIFICATION



PG Dip (Banking)

NQF: 8

Applicants who do not have the required degree but who have extensive work experience and/or proven leadership in their field of endeavour may apply in terms of Milpark's Recognition of Prior Learning Policy; however, admission on these grounds is limited. Applicants should contact the qualification Programme Manager BEFORE applying online for admission on RPL grounds to determine availability, as RPL admissions are limited to 10% of the total intake and it is therefore continuously oversubscribed. RPL applicants must have a minimum of 10 years of relevant employment experience and demonstrate potential to complete the programme, and must submit the following:

- A comprehensive curriculum vitae and relevant certificates.
- A one-page essay motivating why they believe they should be admitted to the programme.

Applicants will be required to provide evidence as outlined above when applying for admission via the RPL route. In addition, an applicant may be required to present him/herself for an interview with the Selection Panel.

PG Dip (Financial Planning)

NQF: 8

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Applicants with at least five years relevant work experience and an NQF level 5 qualification in financial planning or wealth management as well as an NQF level 6 qualification in financial planning are encouraged to apply via RPL.

Academic performance on these qualifications will be a consideration and full academic transcripts are to be provided. A minimum average of 60% on the NQF level 6 qualification is strongly advised.

In addition, full details of employment and a detailed curriculum vitae are required, and relevant experience as a financial adviser/planner will be a decisive consideration. Applicants will be required to provide evidence as outlined above when applying for admission via the RPL route.

In line with our admission policy, applicants who receive conditional admission via the RPL admission process, will be expected to successfully complete the Induction to Financial Planning INDFP1-8 and the Financial Planning Environment PGFPEN-8 modules, in this order, before they receive full admission to the qualification.



RPL REQUIREMENTS PER QUALIFICATION



PG Dip (Investment Management)

NQF: 8

Before applying online for admission on RPL grounds, applicants should *contact the relevant Programme Manager to check availability*, as RPL admissions are capped at 10% of the total intake.

Applicants who do not possess the required degree but who have extensive work experience and/or proven leadership in their field of endeavour may apply in terms of Milpark's Recognition of Prior Learning policy; however, admission on these grounds is limited. RPL applicants must have a minimum of 10 years of related/relevant employment experience and demonstrate potential to complete the programme, and must submit:

- a comprehensive curriculum vitae and relevant certificates.
- a one-page essay motivating why they believe they should be admitted to the programme.

Applicants will be required to provide evidence as outlined above when applying for admission via the RPL route. In addition, an applicant may be required to present him/herself for an interview with the Selection Panel.

PG Dip (Risk Management)

NQF: 8

Applicants for RPL are required to provide full details of employment and a detailed curriculum vitae with relevant work experience as a risk manager for consideration.

Full details of employment and a detailed curriculum vitae are required, and relevant experience as a risk manager will be a decisive consideration.

Applicants will be required to provide evidence as outlined above when applying for admission via the RPL route.

In line with our admission policy, applicants who receive conditional admission via the RPL admission process, will be expected to successfully complete the Fundamentals of Risk Management FURM01-8 module first, before they receive full admission to the qualification.

