

The National Association of Teachers of Dancing

Procedure for Recognising Prior Learning

This procedure will apply to all qualifications which can allow previous qualification achievement or experience to be presented towards the achievement of an NATD qualification. As NATD qualifications are not offered via public sector schools and colleges, NATD will take responsibility for the process of recognising prior learning for individual learners.

Learners are required to fill in an application form and send it to the Quality Assurance Manager at the NATD - info@natd.org.uk.

The application form is checked to ensure that the information is sufficient to allow the recognition process to be carried out. Receipt of the form is acknowledged within 5 working days along with any requests for further information.

All claims are taken on a case by case basis and judgements are made against the learning outcomes and assessment criteria for individual units. Recognition of prior learning will be granted on a unit basis only and not to individual learning outcomes within a unit.

A record is kept of the decision to inform future claims and the judgment is signed off by the Quality Assurance Manager.

The learner is informed of these judgments within an appropriate timescale. Due to the nature of these types of claims and the amount of information that may need to be checked, it is impossible to put an exact timescale on judgments. However, the learner will be informed of an expected timescale once the process is underway.

Once informed of the decision the learner may appeal if he/she wishes. Appeals should be made in writing to the Quality Assurance Manager and a judgement made by the Quality Assurance Manager in conjunction with the Appeals Panel and the learner informed within 28 days.