



Applying for Accredited Prior Learning (APL) / Accredited Prior Experiential Learning (APEL)

The BCU is committed to *Excellence in Coaching*.

The BCU recognises that many athletes and coaches wishing to transfer from other award systems or other countries may bring relevant experiences and qualifications to their coaching efforts, countries and learning opportunities. These may or may not be used within the UK nonetheless they may be supportable through the BCU award system. **Accredited Prior Learning (APL) / Accredited Prior Experiential Learning (APEL)**

The BCU APL / APEL process considers nationally recognised, professional awards and will recognise training and development schemes other than its own and where they are identified as a higher standard.

Examples of qualifications which may form part of BCU awards include

- Old Style BCU award where coaching status and or membership has expired
- Coaching Award from other Sports
- HE / FE Coaching Education / Awards
- Coaching award from another country

A commitment to more rigorous standards in the field of coaching is required before undertaking sports classes or equivalent training given.

The Application process

The application needs to provide clear evidence of the content and professional assessment of the skills contained within the award to be cross-credited. A copy of the appropriate BCU award syllabus and structure may assist in the processing. Where possible, the award held and the BCU award should be matched up. Copies of the BCU syllabi can be [downloaded from the BCU website](#) or obtained from the BCU Awarding Body, 18 Market Place, Bingham, Nottingham, NG13 8AP.

The application must include –

- A completed Application Form
- A letter of recommendation from a current BCU Coach Education Trainer (at least one award higher than being applied for) stating that the BCU referee has observed you working to the standard acceptable to BCU

- A current logbook providing evidence that you are active and currently working to the level required, preferably under conditions relevant to paddlesport coaching in the UK (See the Scope at the beginning of each BCU syllabus.)
- Evidence that the applicant holds a current first aid certificate, which has been issued within the last three years.

If, as an outcome of an application an award is offered a fee equivalent to the registration / assessment cost of the award being sought would be payable. The BCU website has descriptions of course length and costs.

The application, supporting documents and fee is to be forwarded to;

BCU Awarding Body / APL / APEL, Market Place, Bingham, Nottingham, NG13 8AP.

BCU Internal Process

This application will be processed by the APEL Coordinator. They will work with an independent assessor who will recommend to the APL / APEL coordinator. Any decisions will be based on the evidence supplied. The applicant will be notified of the result of the application being received. See flowchart for process.

Possible outcomes

1. APL / APEL awarded. The applicant must be a member of the BCU before an award is offered.
2. Most criteria are covered however there are criteria that need to be assessed to cover the syllabus. Assessment must not include more than 30% of the syllabus as assessment will be expected of the applicant.
3. Not sufficient evidence supplied. An appeal fee will be refunded of fees.

The applicant may appeal the decision if awarded in writing to the APL/ APEL Coordinator, with a fee of £50. If the appeal is upheld, the fee will be returned.

Application Review Calendar

Applications for APL / APEL will be reviewed on a four monthly cycle DEC / MARCH / JUNE / SEP. Applications need to have been received by the 1st of the month in which you would like it to be considered. **In some circumstances, therefore, it may be more appropriate to register and complete training.**