



**B.Sc. In Exercise & Health Fitness**  
Recognition of Prior Learning (RPL) -Portfolio of Learning



UNIVERSITY of LIMERICK  
OILESCOIL LUIMNIGH

**NB: Guidelines for POL completion please read below before you submit:**

1. Please complete in BLOCKED CAPITALS
2. Please ensure that you have completed all sections and attached all relevant documentation before returning the POL to NCEF Head Office
3. Incomplete POL's will not be submitted to the RPL Board for submission and will result in a delay with processing your application and thus jeopardise your entry onto the programme.

**Summary of Contents:**

Section	Content	Page	Completed (Please tick)
1.	Applicant/ Programme Details.	1	
2.	Curriculum Vitae: Educational Background Record of Continuing Professional Development (CPD): <u>within</u> and <u>outside of the areas</u> of Health & Fitness	2-4	
3.	Employment History	5-6	
4.	Work Examples and Reflections.	7	
5.	Continuing Professional Development Plan	8	
6.	References/Testimonials.	9	

**1. Applicant/ Programme Details:**

Programme Applied for:	<b>B. Sc. In Exercise &amp; Health Fitness</b>
Location of Programme:	<b>Limerick September 2013</b>
Applicant Name:	
Date of Birth	
Nationality	
Year graduated from Certificate in Exercise & Health Fitness/NCEF Level 1 or Equivalent	
Year graduate from Diploma in Exercise and Health Fitness or equivalent	
Address:	
Telephone:	
Email:	

## **2.0 Curriculum Vitae**

### **2.1 Educational Background**

1. Please attach copies of qualifications (certificates/diploma/degrees) received **and/or** transcripts of ALL results **including** any NCEF or similar qualifications
2. Please note originals may be requested from the RPL Board at a later stage
3. When completing educational background details it is vital to include all exercise and health fitness related qualifications **including** all **NCEF Qualifications**, by omitting this information your application may be unsuccessful.

Name/Address of School/College	Years attended		Level reached/exams taken	Age on leaving
	From	To		

## 2.2 Continuing Professional Development (CPD)

Please complete this section if you have completed CPD **within** the areas of Exercise and Health Fitness paying particular attention to Stage 2 or 3 modules such as NCEF Personal Training, Older Adult, and Fit for Life etc. Tutor Education or **EQUIVALENT**. Please attach copies of all certificates/transcripts as supporting evidence.

Course/ workshop/ event attended	Duration		Number of hours	Level reached/exams taken
	From	To		
How I have benefited from completing this workshop/course/event:				
How I have benefited from completing this workshop/course/event:				
How I have benefited from completing this workshop/course/event:				
How I have benefited from completing this workshop/course/event:				

### 2.3 Continuing Professional Development (CPD)

Please complete this section if you have completed CPD **outside** of the areas of physical activity, sport etc which may be pertinent to this application such as B.A/B.sc/Msc/B.ed, and/or Business/Marketing related qualifications, evening/weekend courses, Occupational First Aid, ECDL etc

Course/ workshop/ event attended	Duration		Number of hours	Level reached/exams taken
	From	To		
How I have benefited from completing this workshop/course/event:				
Course/ workshop/ event attended	Duration		Number of hours	Level reached/exams taken
	From	To		
How I have benefited from completing this workshop/course/event:				
Course/ workshop/ event attended	Duration		Number of hours	Level reached/exams taken
	From	To		
Course/ workshop/ event attended	Duration		Number of hours	Level reached/exams taken
	From	To		
Course/ workshop/ event attended	Duration		Number of hours	Level reached/exams taken
	From	To		

### **3.0 Employment History**

#### **3.1 Experience of working in the Health/Fitness Industry**

Description of Health / Fitness related work experience in the last 10 years. Please use additional paper if required.

<b>Location/Facility</b>	<b>Position Held</b>	<b>Dates</b>		<b>Main Duties Responsibilities</b>

### 3.2 Additional relevant employment experience

Description of working in education, lecturing, teaching, staff training, presenting to groups in industry, community work, management/supervisor experience, marketing and/or PR sectors. Please use additional paper if required.

Organisation/ Location	Position Held	Dates		Duties-Bullet points
		From	To	

#### **4.0: Work Examples and Reflections**

- Please select two work positions that you have held which you feel is relevant to this application and write a brief reflection on what you have learned from working in each position and how you feel this experience will benefit you while on this course.
- You may also wish to attach evidence of on the job assessment from your employer.
- You may also wish to add additional pages if required

##### **Position 1**

Employer Name & Address	Dates		Position held	Main Duties
	From	To		
NCEF UL	Feb 2006	Current	Administrator	Process Applications for all NET Course

What I have learned from working in this position:

##### **Position 2**

Employer Name & Address	Dates		Position held	Main Duties
	From	To		

What I have learned from working in this position:

## **5.0: Continuing Professional Development Plan.**

Please outline the following:

### **5.1 Your Main Professional Goals for the next 5 - 10 yrs:**

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

### **5.2 Courses/Programmes of Study/Workshops/ Events you wish to participant in:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

### **5.3 Employment opportunities you wish to pursue:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_



