

## 2014/2015 Recognition of Prior Learning (RPL) Portfolio of Learning Higher Certificate in Exercise and Health Fitness: Entry into Year 1

### 1. Applicant/ Programme Details:

Programme Applied for:	Higher Certificate in Exercise and Health Fitness (HCEHF)
LOCATION:	
Applicant Name:	
Date of Birth	
Nationality	
Address:	
Telephone:	
Email:	

Section	Content	Page	COMPLETED and certificates enclosed
1.	Applicant/ Programme Details.	2	
2.	Curriculum Vitae.  Record of Continuing Professional Development (CPD): Study / experiences / events <u>within the areas of</u> physical activity/ sport etc. that you have taken part in.	3	
3 & 4.	Record of Continuing Professional Development (CPD): Study / experiences events <u>outside of the areas of</u> physical activity /sport etc. that you have taken part in.	4-5	
5.	Work Examples and Reflections.	6	
6.	Continuing Professional Development Plan	7	
7.	References/Testimonials. And copies of any certificates mentioned in the POL including Junior Cert and/or failed Leaving certificate Results	8	

### Summary of Contents:

**Note: Please ensure that you have completed all sections and attached all relevant documentation before returning it to the NCEF Head Office. Incomplete POL's will not be processed by the NCEF/UL RPL Board**

## 2. Curriculum Vitae

### Educational Background

(Please attach **ALL** certificates received and /or transcripts of results)

Please complete using **BLOCKED CAPITALS**

School or College attended <i>Full address required</i>	Years attended		Level reached/exams taken e.g Junior Certificate Level***	Age on leaving
	From	To		

\*\*\*If you failed the Leaving Certificate please attach an official copy of these results as credit will be awarded for leaving certificate level of attendance. If you dropped out in Leaving Certificate Year or earlier please explain in your supporting statement your reasons for doing so.

### Physical Activity Related Background

Please attach any relevant documented evidence.

Physical Activity related background in last 5 yrs	No of years	Type	Level achieved, if any	Frequency each week	Location
Physical Activity participation					
Coaching/Leadership					
Gym attendance					
Attendance at Exercise Classes					
Other					
Any Certificates/Awards received e.g FAI Kickstart, GAA Coaching	Type		Level Achieved		

### Employment History

Please state most recent first and work backwards

Employer/address	Dates		Position held	Summary of Duties
	From	To		

<i>EMPLOYMENT continued</i>				
<b>Employer/address</b>	<b>From</b>	<b>To</b>	<b>Position held</b>	<b>Summary of Duties</b>

**Please complete using *BLOCKED CAPITALS***

**3: Continuing Professional Development:**

(Within the areas of physical activity / sport etc e.g. FAI Kickstart, GAA Coaching, Lifeguard, First Aid):

Programme/ workshop/ event attended or member of Sport Team	Duration		Number of hours	Level reached/exams taken if any
	From	To		
How I have benefited from this experience:				
How I have benefited from this experience:				
How I have benefited from this experience:				
How I have benefited from this experience:				
How I have benefited from this experience:				

#### **4: Continuing Professional Development**

(Outside of the areas of physical activity, sport e.g. ECDL programmes, FAS certificates etc)

Please complete using **BLOCKED CAPITALS**

Programme /workshop/event attended	Years attended		Number of hours	Level reached/exams taken
	From	To		
How I have benefited from this experience:				
Programme/ workshop/event attended	Years attended		Number of hours	Level reached/exams taken
	From	To		
How I have benefited from this experience:				
Programme /workshop/event attended	Years attended		Number of hours	Level reached/exams taken
	From	To		
How I have benefited from this experience:				
Programme/ workshop/event attended	Years attended		Number of hours	Level reached/exams taken
	From	To		
How I have benefited from this experience:				

## **5: Work Examples and Reflections**

Please select two work positions that you have held and write a brief reflection on what you have learned from working in each position. (Including voluntary work) You may also wish to attach evidence of on the job assessment from your employer.

### **Position 1:**

Employer Name & Address	Dates		Position held	Duties
	From	To		
What I have learned from working in this position:				

### **Position 2:**

Employer Name & Address	Dates		Position held	Duties
	From	To		
What I have learned from working in this position:				

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

Please outline the following:

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

1.
2.
3.
4.
5.

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

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### **iii. Employment opportunities you wish to pursue:**

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