

Recognition of Prior Learning (RPL)- Portfolio of Learning (POL)

NCEF Higher Certificate in Exercise & Fitness: Entry into Year 2

Stage 2 of the Diploma in Exercise and Health Fitness

1. Applicant/ Programme Details:

| | |
|---|--|
| Modules Applied for: List chosen modules and venue | |
| Applicant Name: | |
| Date of Birth | |
| Nationality | |
| Year graduated from NCEF Level 1 or equivalent | |
| Address: | |
| Telephone: | |
| Email: | |

Guidelines for POL completion please read below before you submit:

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

Summary of Contents:

| Section | Content | Page | Tick when completed |
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| 1. | Applicant/ Programme Details. | 2 | |
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2. Curriculum Vitae

Educational Background

1. Please attach copies of certificates received and /or transcripts of **ALL** results including 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.

| School or College attended | Years attended | | Level reached/exams taken | Age on leaving |
|----------------------------|----------------|----|---------------------------|----------------|
| | From | To | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Experience of working in the Health/Fitness Industry

Description of Health / Fitness related work experience in the last 10 yrs

| Location/Facility | Position Held | Dates | | Duties |
|-------------------|---------------|-------|----|--------|
| | | From | To | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

3: Continuing Professional Development : Please only complete this section if you have already completed NCEF/University of Limerick accredited Stage 2 link in modules such as Personal Training, Pilates & Corrective Exercise, Fit for Life or Team Sports Fitness/Strength & Conditioning for Sports Teams.

| Stage 2 Module completed | Duration | | ECTS credits e.g. 30 | Grade Achieved |
|--------------------------|----------|----|-------------------------|----------------|
| | From | To | | |
| | | | | |

Detail relevant work experience obtained following completion of this module:

How I have benefited from this experience:

| Stage 2 Module completed | Duration | | ECTS credits e.g. 30 | Grade Achieved |
|--------------------------|----------|----|-------------------------|----------------|
| | From | To | | |
| | | | | |

Detail relevant work experience obtained following completion of this module:

How I have benefited from this experience:

| Stage 2 Module completed | Duration | | ECTS credits e.g. 30 | Grade Achieved |
|--------------------------|----------|----|-------------------------|----------------|
| | From | To | | |
| | | | | |

Detail relevant work experience obtained following completion of this module:

How I have benefited from this experience:

4: Continuing Professional Development

Please complete this section only if you have completed CPD within the areas of exercise and fitness e.g. Boxercise, Stott qualification, ITEC or ACE, NCEF Level 2 qualifications (pre 2007), Fitness Convention, Coaching Child Protection Seminars, etc

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

5: Continuing Professional Development

Please complete this section only if you have completed CPD outside of the areas of physical activity, sport etc such as Occupational First Aid, ECDL, non-exercise and fitness related evening/weekend courses

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

6: Work Examples and Reflections

1. Please select two work positions that you have held and write a brief reflection on what you have learned from working in each position.
2. If you have mentioned working with clients on a one to one basis in the portfolio above then please include this as one of your reflections
3. 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: | | | | |

7: Continuing Professional Development Plan.

Please outline the following:

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

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|----|
| 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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**Note: Please ensure that you have completed all sections and attached all relevant documentation before returning it to NCEF Head Office
Any original certificates submitted will be copied for our records and returned to you.**

