



Policy Name:	Advanced Standing Policy		
Department	Academic Department	Approval Authority	Rector
Date of Implementation	1- Oct - 2022	Date of Last Revision	

1.0 Introduction and Scope of Policy

MI College (MIC) believes in providing its students with the optimal environment to engage in the learning process. The student who completed a program or a module which is similar to the the module enrolled then student can appeal for the advanced standing

2.0 Protocols

2.1 Protocols involved in providing advanced standing

- 2.1.1 The College follows its Policy on Prior Learning and Transfer of Credit (Annex: 33) in giving advanced standing.
- 2.1.2 Specified advanced standing is granted where a student's prior learning is assessed as satisfying the learning outcomes of a specific module or modules.
- 2.1.3 General advanced standing is granted where a student's prior learning is assessed as contributing towards course learning outcomes and is recorded as a number of credit points towards a component of an MIC course
- 2.1.4 Formal advanced standing agreements must be made through the formal application form called "Advanced Application Form"
- 2.1.5 A student must ensure the advanced standing is formally granted before opting to drop the module or component
- 2.1.6 Advanced Standing will be given for modules that were undertaken by the student in not longer than 3 years prior to the Advanced Standing application date by the student.
- 2.1.7 As a general rule Advanced standing will be given to a module provided the curricular content of that module aligns with, 90% or more of the corresponding module that the student seeks to obtain advanced standing.
- 2.1.8 Advanced standing should only be given for prior study that has been undertaken at a higher level than the minimum entry qualification level. For example,
 - Advanced Standing in a Bachelor's degree cannot be given for a Level 4 Certificate 4, which is the minimum entry qualification for a Bachelor's degree.
 - However, it could be possible to grant advanced standing for a MQA recognised Level 5 Diploma to give exemption of year 1 of a Bachelor's degree and for an MQA recognised Level 6 Advanced Diploma to give exemption of year 1 and 2 of a Bachelor's degree in the same field.
 - Even with the mentioned advanced standing, the Bachelor's degree should be designed as a minimum 3 years Bachelor's degree with exemptions explained under this section.
- 2.1.9 Advanced standing cannot be given for prior experience.



2.2 Methods of verifying the validity of prior learning to grant advanced standing

- 2.2.1 The faculty assessment will normally be undertaken by the course coordinator in collaboration with the relevant study area coordinator and/or unit coordinator where appropriate. The assessment for advanced standing will be as per the approved Advanced Standing Guidelines.
 - 2.2.2 In novel situations, where the existing advanced standing guideline is not applicable, case will be referred to the academic council where relevant frameworks will be constructed, in collaboration with the study area coordinator and/or unit coordinator where appropriate
 - 2.2.3 As a rule the module that is placed as evidence of prior learning should have at least equal credit weightage as the module which the applicant expects to avail advanced standing for. However, the credit equivalence can be obtained through multiple shorter credit point modules the applicant has successfully completed.
 - 2.2.4 As a rule the module that is placed as evidence of prior learning should have at least 70 percent similarity in terms of the content as the module which the applicant expects to avail advanced standing for. However, the 70 percent or more content similarity can be obtained through multiple shorter credit point modules the applicant has successfully completed.
 - 2.2.5 In assessing the credit equivalence, the module outline of the previous study will be scrutinized against the module outline in question. The scrutiny process will involve comparison of both module specific learning outcomes and the content. The general scope (specific learning outcomes) of the previously studied module and the module in which the Advanced standing is sought must have at-least 70 percent in common.
 - 2.2.6 Once advanced standing is granted for units/subjects/modules, they should be clearly mentioned on student transcript as “Exempt”.
 - 2.2.7 Provision of advanced standing (transfer of credit for prior learning) will lead the student to complete fewer subjects overall to receive the qualification and henceforth the duration may be reduced.
 - 2.2.8 Advanced Standing should only be given for prior study that has been undertaken at a higher level than the minimum entry qualification level for a given programme of study. For example,
 - advanced standing in a Bachelor’s degree cannot be given for a Level 4 Certificate IV, which is the minimum entry qualification for Bachelor’s degree.
 - 2.2.9 Advanced standing for informal education or prior work experience cannot be taken into account. Informal education is defined as unplanned and spontaneous learning behaviors, norms, and values, which typically occurs outside of formal (university/ college/ institute) settings. Informal education comprises any other thing that is outside the academic curriculum that fits an MNQF qualification by any HEI.
- ### 2.3 Maximum credits to be granted as advanced standing
- 2.3.1 Depending on the nature of the module and its role in the curriculum, some modules may not be given advanced standing. This is a decision that will be taken by the Academic Department and the Academic Review Committee.
 - 2.3.2 A maximum of one-third of the total credit points designated for the programme. This does not apply to qualifications that are part of the same Programme and hence can be considered as integrated shorter qualifications.



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The Policy is effective from 1st October 2022.

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