

AIPM Application for Credit – How To Apply Guide

Learning Outcomes:

Please refer to the Program and Unit Learning Outcomes for the relevant unit/s you are seeking credit for. Use the scroll key on the right hand side of the screen to scroll down. To navigate to the next page you can click on tabs at the top of the screen or scroll down and click on the next button at the bottom of the page.

Australian Institute of Police Management



AIPM Application for Credit

Learning Outcomes	Personal Information	Programs & Units	Declaration
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Introduction
Complete this form to apply for credit within the higher education programs at the AIPM (Australian Institute of Police Management).
Please ensure you have read the information on credit here: [Credit and Recognition of Prior Learning | Australian Institute of Police Management \(aipm.gov.au\)](#)
This process is an evidence based academic judgement of the equivalence of learning at ADF Level 8. The evidence you supply will be key to enabling an assessment against each learning outcome. Please ensure you review the learning outcomes and follow the self help guide here: [How to Guide](#)

Graduate Certificate in Applied Management (Policing and Emergency Services)

Program Learning Outcomes

- Critically examine leadership including of self and others
- Apply critical and ethical thinking to leadership and management within policing and emergency services
- Critically analyse environmental trends that influence the policing and emergency services sector
- Apply security design and innovation methodology to complex management problems
- Design corporate and or service improvement strategies
- Propose executive level decisions, particularly in the areas of environment, social and governance responsibility and accountability.

Unit Learning Outcomes

Unit 1 Leading Thinking

- Develop adaptive thinking techniques to lead effectively
- Apply adaptive thinking techniques to authentic tasks typical of an era of environmental change and strategic issues in public safety and emergency services
- Demonstrate an understanding of the application of a range of decision making, problem solving and ethics applications
- Develop a critical understanding of the range of leadership skills and techniques required to lead within Volatile, Uncertain, Complex, Ambiguous, Novel environments.

Personal Information:

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Personal Information

First Name: *

Last Name: *

Email: *

Mobile Phone: *

Please use international format

Work Phone: *

Please use international format

Preferred method of contact: *

Mobile Phone
 Work Phone

USI (Unique Student Identifier):

For more information, please refer to <https://www.usi.gov.au/>

OFFICE USE ONLY:

Please complete your personal information. The fields with an asterisk are mandatory.

- USI (Unique Student Identifier). From 1 January 2023 it is compulsory for all students to have a USI in order to graduate from all tertiary providers. If you have undertaken any registered training since 2015, you may already have a USI – click here to find out <https://www.usi.gov.au/students/find-your-usi>. If you don't have a USI you can create one here <https://www.usi.gov.au/students/get-a-usi>.

Please note:

- at each step of the application process you are able to click on the **Blue Save Draft button**. Once you click on Save Draft button, you will be prompted to enter your email address. The system will then send you a link to your draft submission. **Please note: You must input your email address in order for the draft link to be sent to you. If you don't input your email address your draft will not be saved.**
- Once you have commenced your application you have 30 days to complete it.

Program & Units:

1. Please select the Program you are applying for credit:-

Graduate Certificate in Applied Management (Policing and Emergency Services)

or

Graduate Diploma of Executive Leadership (Policing and Emergency Services)* Refer to Step 7 on page 5 for further information regarding Block Credit option for Graduate Certificate in Applied Management (Policing and Emergency Services)

2. Select the Units of Study for which you are seeking credit against. If you are applying for credit for both units, tick the check box for both at this step.
3. Select the Credit Type you are applying for, either Credit Transfer or Recognition of Prior Learning. Different fields will appear due to the assessment required:
 - with Credit Transfer the equivalence of the learning will be assessed using official transcripts, program/unit learning outcomes and synopses and the AQF level 8 criteria;
 - with RPL you need to demonstrate equivalence of learning using the information in Credit Transfer but also using any other relevant formal, informal and non formal learning. The supply of evidence is key to substantiate an evidence based academic judgement.

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Programs & Units

Select the Program you are applying for credit: *

AIPM Graduate Certificate in Applied Management (Policing and Emergency Services)
 AIPM Graduate Diploma of Executive Leadership (Policing and Emergency Services)

Select one or more Units of study for which you are seeking credit: *

Unit 1 Leading Thinking
 Unit 2 Leadership & Management

Credit Type (Unit 1 Leading Thinking): *

Credit Transfer
 Recognition of Prior Learning

[Clear](#)

Credit Type (Unit 2 Leadership & Management): *

Credit Transfer
 Recognition of Prior Learning

[Clear](#)

Credit Transfer - Unit 2 Leadership & Management

Enter the university and subject for the units you have studied below.

University: *

Subject: *

Year completed: *

4. If you have selected Credit Transfer, further information will appear on the page. Please enter the University you completed your previous study, the relevant subject and the year completed.

You are required to upload a certificated copy of your academic transcript and documentation from the higher education provider outlining the unit content and learning outcomes/objectives.

Please note:

- if you select the incorrect option (either Credit Transfer or Recognition of Prior Learning), you can click on the blue Clear button and the system will reset.

Select one or more Units of study for which you are seeking credit: *

- Unit 1 Leading Thinking
- Unit 2 Leadership & Management

Credit Type (Unit 1 Leading Thinking): *

- Credit Transfer
- Recognition of Prior Learning

Credit Type (Unit 2 Leadership & Management): *

- Credit Transfer
- Recognition of Prior Learning

5. If you select Recognition of Prior Learning (RPL) a new RPL tab will appear at the top of the screen. You will need to click on the Tab to complete the RPL process.

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Learning Outcomes Personal Information **Programs & Units** RPL - GC Unit 1 Declaration

Programs & Units

Select the Program you are applying for credit: *

- AIPM Graduate Certificate in Applied Management (Policing and Emergency Services)
- AIPM Graduate Diploma of Executive Leadership (Policing and Emergency Services)

Select one or more Units of study for which you are seeking credit: *

- Unit 1 Leading Thinking
- Unit 2 Leadership & Management

Credit Type (Unit 1 Leading Thinking): *

- Credit Transfer
- Recognition of Prior Learning

Credit Type (Unit 2 Leadership & Management): *

- Credit Transfer
- Recognition of Prior Learning

- Once you have clicked on the RPL tab, underneath each Learning Outcome, you will need to provide evidence of how your formal, non-formal learning (workplace training, volunteer training) or informal learning (work experience) has met the learning outcome

You will need to provide Supporting Documentation for each learning outcome. Examples include curriculum vitae, employment letters, position descriptions, policy/project briefs, reports etc.

- You are able to use the same Supporting Documentation for multiple learning outcomes however ensure you clearly indicate how the supporting document evidences your claim and if it is a lengthy document indicate which sections you are referring to if relevant
- If the documentation is classified as sensitive you are able to redact information. If you are unable to upload documentation because of it's security classification please contact: education@aipm.gov.au for advice.

Learning Outcomes - Unit 1 Leading Thinking

For each learning outcome detailed below, provide evidence of how your non-formal learning (workplace training, volunteer training) or informal learning (work experience) has met the learning outcome.

Supporting Documentation

You will be required to attach additional supporting documentation for each learning outcome. For example, Informal/Non-formal Learning: Curriculum Vitae, Employment Letters, Position Description, Policy/Project Briefs, etc.

Learning Outcome 1:

Develop adaptive thinking techniques to lead effectively.

Response 1: *

Upload Supporting Documentation: * (maximum 10 MB per file; limit 5 files)

Choose files

Use the "Choose files" button (above) or drop files here to upload.

Learning Outcome 2:

Apply adaptive thinking techniques to authentic tasks typical of an era of environmental change and strategic issues in public safety and emergency services.

Response 2: *

- If required, current or prospective Graduate Diploma students are eligible to apply for Block Credit for Graduate Certificate of Applied Management. Please see screen shot below. Please note that Block Credit is available through Credit Transfer only not RPL.

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Programs & Units

Select the Program you are applying for credit: *

AIPM Graduate Certificate in Applied Management (Policing and Emergency Services)

AIPM Graduate Diploma of Executive Leadership (Policing and Emergency Services)

Select one or more Units of study for which you are seeking credit: *

AIPM 601 - Graduate Certificate of Applied Management (Advanced Standing - Block Credit)

Unit 1 Strategic Thinking

Unit 2 Global Leadership & Management

AIPM 601 - Graduate Certificate of Applied Management (Advanced Standing - Block Credit)

Enter the university and subject for the units you have studied below.

University: *

Units: *

Year completed: *

Please upload a certified copy of your academic transcript: * (maximum 10 MB per file; limit 5 files)

Choose files

Use the "Choose Files" button (above) or drop files here to upload.

Please upload documentation from the higher education provider outlining the unit content and learning outcomes/objectives: * (maximum 10 MB per file; limit 5 files)

Choose files

Use the "Choose Files" button (above) or drop files here to upload.

Previous
Next

Declaration:

- When you have completed the application process and you are ready to submit it, please read the declarations and tick that you have read, understood and agree to all of them. You can then use your mouse to sign your application. Hover your mouse in the Applicant's signature box and hold down the left hand mouse button while you are signing your signature. The system does allow you to undo. Once you have clicked on the submit button you will receive an email advising that your application has been submitted.
- We will keep you informed of the status of your application once it has been submitted.


Learning Outcomes Personal Information Programs & Units **Declaration**

Declaration

- I confirm that the information contained in this application for (credit transfer / recognition of prior learning) is true, complete and correct.
- I understand the AIPM may check the information I provide in this application, with other higher education organisations or my employer.
- I understand that intentionally providing false or misleading information will result in the non-award of a credit transfer / recognition of learning by th
- I declare that to the best of my knowledge the information supplied by me is true, correct and complete in every respect.
- I consent to the collection, storage and disclosure of information concerning any acts of record falsification or other irregular acts in relation to my a
- I authorise and grant the University permission to verify such records through qualification verification services or grant my consent for other educa and/or experience directly to the University.

I have read, understand and agree to all of the declarations above.: *

Applicant's Signature: *



Undo last stroke