

## Health, Medicine, Dentistry and Human Sciences

This guide is for Post Qualified (Registered Health Professionals) students in Health, Medicine, Dentistry and Human Sciences who may be eligible to claim Recognition of Prior Learning (RPL) You will be entering the required information into the University of Plymouth Open Learning platform.

### Accessing the Open Learning platform

1. To access the APEL MAPPING open learning course please visit the following URL in your web browser:

<https://open.plymouth.ac.uk/course/view.php?id=81>

You will be presented with the following screen:

Open Learning

Username

Password

Remember username

Log in

Log in as a guest

Forgotten your username or password?

Cookies must be enabled in your browser ?

Some courses may allow guest access

Is this your first time here?

For full access to this site, you first need to create an account.

Create new account

2. Click on the button that says 'Create new account'

### Note:

If you have already signed up to the Open Learning platform and are returning to the site you can enter the username and password you signed up with and click the 'Login' button.

3. On the new account screen enter a username and password of your choice along with information required (indicated by a red exclamation mark !)

Open Learning

New account ▼ Collapse all

▼ Choose your username and password

Username !

Password !

▼ More details

Email address !

Email (again) !

First name !

Surname !

City/town

Country

There are required fields in this form marked ! .

4. Once you have entered your information click the 'Create my new account' button.

An email should have been sent to your address at **It.student12@students.plymouth.ac.uk**

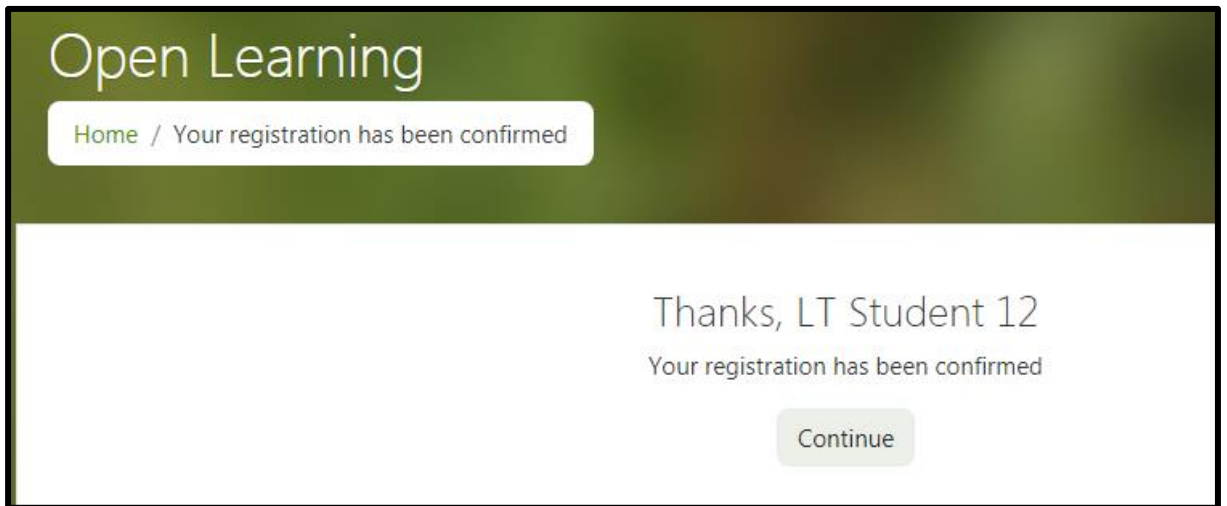
It contains easy instructions to complete your registration.

If you continue to have difficulty, contact the site administrator.

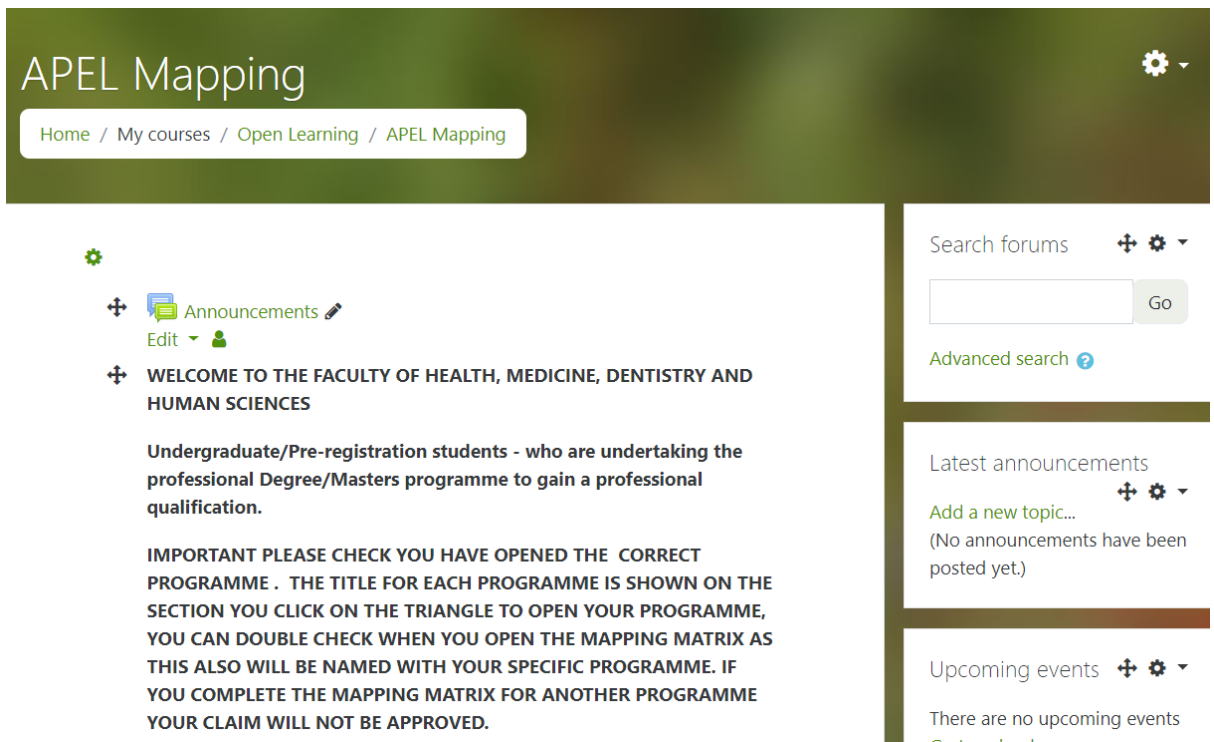
You will then be sent an email to confirm you account. Please click the link in this email to confirm your account and complete your registration on the Open Learning platform.

**Note:** If you cannot find the email please check your Junk or spam folder.

5. When you click the link in your email you will be presented with the screen below. Click the 'Continue' button



6. You will then see the following screen. Click on the 'Enrol me' button for the APEL MAPPING.



- 7.

**Note:** if for any reason you do not see the screen above please revisit: in your web browser. You may be prompted to sign in with the username and password you signed up with in step 3.

<https://open.plymouth.ac.uk/course/view.php?id=81>

8. You will now be able to access the relevant section with all information on how to make your claim. To open your section click on the triangle you will

then be able to access the information relevant to your programme of study.



Registered Health Professionals applying for post-qualifying programmes



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## WELCOME TO THE UNIVERSITY OF PLYMOUTH

Thank you for applying to study on our post-qualified programmes, as a registered health professional you may learning which could be used as credits towards your chosen programme. There are several options for recognising prior learning, you can submit your claim for either Degree or Masters level learning. All claims submitted on this site will be considered. It is important that you ensure all evidence has your name

### Uploading the Evidence

1. To make the claim you will need to download and complete the application form and then upload this with your corresponding evidence.



Now please upload your evidence...

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The evidence will be scanned copies of your transcripts/certificates from another University/College and/or certificates for professional courses achieved, and/or attendance certificates for workshops/conferences/study days. - To submit the evidence click on the add submission button you can then either drag and drop your documents or you can click on the file icon - choose the file button and click on the open button. The click on upload this file and save changes.

- 2.
3. You can return to the APEL Mapping home page at any time by clicking on the 'APEL Mapping' link in the breadcrumbs trail at the top of the page.

# APEL Mapping

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