



Transfer & Progression Policy

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1. REVISION HISTORY AND APPROVAL

Revision	Nature of change	Approval	Date
1.0	First Issue	JL	27/07/21

2. POLICY CONTEXT

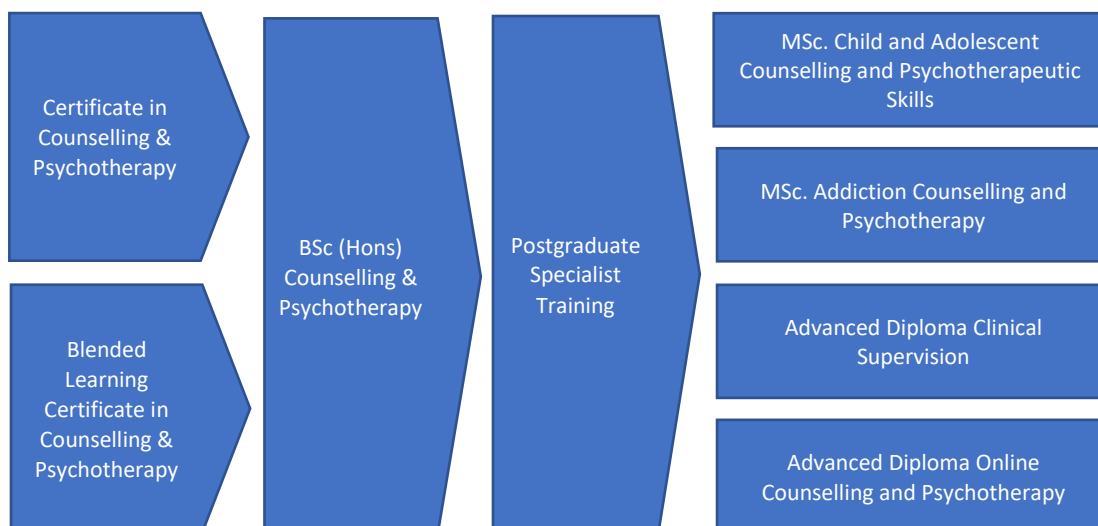
- 2.1. PCI College Transfer & Progression policy is guided by the legal requirements set out by regulatory bodies and ensures inclusion and equal possibilities for prospect and current learners and alumni to all College programmes. The policy is created to fulfil the requirements in the area of Transfer and Progression set out in:
- Qualifications and Quality Assurance (Education and Training) Act 2012.
 - QQI Policy Restatement: Policy and Criteria for Access, Transfer and Progression in Relation to Learners for Providers of Further and Higher Education and Training (2015)
- 2.2. PCI College commits to offer transfer and progression opportunities that facilitate learner mobility across Higher Education.
- 2.3. PCI College is committed to recognising the relevant transfer and progression routes to and from all programmes that lead to FHEQ and NFQ awards. The College is also committed to providing clear transfer and progression information for prospective and current learners and alumni, allowing learners to make informed choices about their chosen programme and the transfer/progression options.

3. TRANSFER POLICY

- 3.1. A transfer is a process by which learners may transfer from one College programme to another College programme, where the learner receives recognition for learning, skill, and competence acquired.
- 3.2. Applications are welcome from learners from other Higher Education Institutions, who wish to transfer with module or award qualification.
- 3.3. Transfers will be facilitated between programmes when unconstrained by programme rules. Applications for advanced entry are subject to available places on the chosen programme, and learners must have passed the module examinations and have achieved the learning outcomes to be eligible for transfers, where possible.

4. PROGRESSION POLICY

- 4.1. Progression refers to the process by which learners proceed from one award level to the next succeeding level of the same programme, or where the achievement of a Qualification is required to facilitate access to a programme leading to an award at a higher level.
- 4.2. PCI College provides clear information on the progression route for learners, and exit awards for programmes are created and embedded into programmes where feasible. The College encourages progression within its programmes, as follows:



- 4.3. Learners who complete the Certificate in Counselling & Psychotherapy or the Blended Learning Certificate in Counselling & Psychotherapy programme may progress to the Bachelor Honours Degree programme, subject to interview assessment.
- 4.4. Learners admitted on the Bachelor Honours Degree programme who exit before conclusion, may apply for reentry into the programme as an upgrade applicant provided they meet the learning outcomes of the exit award and have earned sufficient ECTS credits.
- 4.5. Learners who complete the Bachelor Honours Degree programme may progress to the Postgraduate Specialist Training programmes once they have achieved professional recognition, and subject to interview assessment.
- 4.6. Learners admitted to a Masters programme who exit before conclusion may apply for an approved exit award of Postgraduate Certificate or Diploma, provided they meet the learning outcomes of the exit award and have earned sufficient ECTS credits. Learners who exit the Masters before conclusion may apply for reentry into the programme to complete the major award.
- 4.7. Learners who exit a programme before its conclusion, or who cannot complete a programme, will be provided with all academic credits clearly documented.
- 4.8. PCI College will issue CPD Certificates and transcript results indicating what credits have been earned where an award is not achieved.

5. LINKED POLICIES AND PROCEDURES

Linked Policies	Access, Applications and Admissions Policy Recognition of Prior Learning Policy Learner Support Policy Assessment of Learners Policy
Linked Procedures	Access, Applications and Admissions Policy Transfer and Progression Procedure Recognition of Prior Learning Procedure Support for Learners Procedure Assessment of Learners Procedure