**APL Process Flow Diagram**

**Stage 1**

Student applies through Admissions to join a programme using APL

**Admissions**

Basic information (i.e. evidence

of prior qualifications) uploaded to SITS (SQE table).

**Stage 2**

Application received by Admissions

**Stage 3**

Application forwarded to Faculty (or delegated School) Admissions Tutor for consideration before recommending to the APVC-E (or ADE) or DESE for approval for UG/PGT programmes, or to the APVC-IR, of Director of PGPR, or Deputy DPGR (or equivalent) for Professional Doctorates. Approval of the Dean of Taught Programmes is required in exceptional cases.

**Stage 4**

Faculty (or delegated School) Admissions Tutor to respond to Admissions who then respond to student and save the email dialogue of the APL process to the student’s record.

**Application accepted**

Admissions to inform the Faculty (or delegated School) APL Coordinator

**Application rejected**

**Stage 5**

Faculty (or delegated School) APL Coordinator to create SMC record in [SITS](http://as.exeter.ac.uk/media/level1/academicserviceswebsite/it/documents/sitshowto/Prior_Accredited_Learning.pdf) – please follow the link for more information on how SITS calculates APL credit.