

Applies to

All Australian Breastfeeding Association (ABA) staff and volunteers

Definitions

Source: *Standards for Registered Training Organisations (RTOs) 2025*

Word or Phrase	Definition
Australian Qualifications Framework (AQF)	Means the national policy guide for regulated qualifications in the Australian education and training system as agreed by the Commonwealth, State and Territory ministerial council and is administered by the Department of Education. The AQF underpins the national system of qualifications in Australia, encompassing higher education, vocational education and training (VET), and schools.
Credit transfer	means the process of recognising and awarding credit for prior successful completion of an equivalent unit of competency or module.
Equivalent units	Units with the same code, or units which are otherwise judged to be equivalent
Recognition of prior learning (RPL)	means an assessment process that involves assessment of an individual's relevant prior learning and experience (including skills and knowledge obtained through formal and informal learning) to determine the extent to which the individual meets requirements specified in the training product.

Scope

All nationally recognised training and accredited courses delivered/offered by the Association

Objectives

To acknowledge and uphold the overarching principles of the AQF, including facilitating pathways to formal education, promoting flexible and transparent learning and removing boundaries between education sectors

Principles

The ABA recognises, supports, and adheres to the AQF

Policy Statement

- ABA will accept and provide credit to learners for units of competency and/or modules (unless licensing or regulatory requirements prevent this) where these are evidenced by:
 - a) AQF certification documentation issued by any other RTO or AQF authorised issuing organisation
 - b) Authenticated VET transcripts issued by the Registrar
- All learners are to be given information on recognition of AQF qualifications and statements of attainments.
- ABA will give credit transfer for units with the same/equivalent code.
- Training personnel and ABA staff are required to inform learners of the equivalence of competency units and support those who seek recognition of prior learning or credit transfer.
- ABA will abide by Compliance Standards for RTOs (*Part 2 Division 2 9, 10, 11*), and comply with the AQF Qualifications Issuance Policy when:
 - Issuing AQF certification documentation
 - Recording AQF certification documentation and assessments
 - Issuing of VET qualifications and VET statements of attainment

Revision history

Revision	Date	Description of modifications
1	November 2005	Original
2	May 2009	Revised for AQTF
2.1	September 2011	Minor formatting changes
2.2	November 2013	Minor formatting change to new template. Approved ABA board meeting159
2.3	January 2015	Reviewed and updated Revised to include transitional changes to new Standards for RTOs 2015
2.4	July 2015	Updated the wordings about authenticated VET transcripts issued by the Registrar
2.5	Nov 2018	Reviewed and still current
2.6	Apr 2020	Reviewed and still current
2.7	May 2022	Reviewed and still current
2.8	April 2024	Reviewed and still current – updated role title from <i>Senior Manager Training and Education</i> to <i>Senior Manager Learning and Innovation</i>
2.9	May 2025	Updated to align with new SRTO 2025. Board approval 27 July 2026

Date last audited and currency confirmed: 21/4/2026