

# Application for Accreditation of Prior Learning (APL) Application for Recognition of Prior Learning (RPL)

## How it works

These exemptions are generally referred to as Accreditation of Prior Learning (APL) or Recognition of Prior Learning (RPL). In this document, we will use the term APL.

The table below lists the accreditations for which we commonly grant exemptions. If your application is successful, a fee of £55 per exempted unit will apply.

The list provided includes the most frequently encountered qualifications. Any qualifications outside this list will be reviewed according to points below the table.

Awarding Body Qualifications	Credits/exemptions
<b>Actuarial Qualifications</b> Fellows and Associates by examination of the Institute and Faculty of Actuaries (or equivalent)	Core Units 1A - 4
<b>Accountancy Qualifications</b> Institute of Chartered Accountants in England and Wales (and Scottish and Irish equivalents), Chartered Association of Certified Accountants, Chartered Institute of Management Accountants, Chartered Institute of Public Finance and Accountancy	Core Units 1A, 2 and 4
<b>Chartered Insurance Institute (CII)</b> All Fellows All Associates (Prior to 2004) Advanced Diploma in Financial Planning* Diploma in Financial Planning/Regulated Financial Planning* *Depends on CPD requirements	Core Units 1A-3 Core Units 1A-3 Core Units 1A and 2
<b>The Chartered Institute for Securities s Investment (CISI)</b> Investment Advice Certificate (IAC) Investment Advice Diploma (IAD)	Core Unit 4
<b>Qualified Solicitor or Barrister</b>	Core Units 1A-3
<b>Post-graduate Diploma in Legal Practice/Legal Practice Course</b>	Core Unit 2

CFA UK Investment Management Certificate	Core Unit 4
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Please note:

1. You can be exempt from a maximum of three core units within a modular qualification. We do not offer RPL for single-unit qualifications.
2. If you qualify for exemptions from two different qualifications, you can choose which one to use to meet the exemption criteria. Please note, point 1 still applies.
3. Applications for exemptions can be made when applying for PMI Qualifications or at any time before completion.
4. Credits will not be granted for partially completed professional qualifications or for experience alone. However, we offer Membership by Experience for those with significant sector experience.
5. It is not possible to apply for credit for a unit that has previously been failed.
6. Exemptions are assessed on a case-by-case basis and are non-negotiable.

A degree or master's degree in a finance-related subject may automatically exempt you from one unit of the Tier 2 modules of ADRP, provided it is in a related field and there is significant overlap. The PMI Qualifications team will review this to confirm eligibility.

- The list is reviewed annually, and any changes will be communicated.
- All APL/RPL awards are discretionary and at the behest of the PMI and are non-negotiable.
- If there are any qualifications you have completed that you would like us to consider for an exemption, please contact the Qualifications team with copies of your certificates and transcript(s).
- The list is reviewed annually, and any changes will be made available.

# Application

To apply:

1. Fill in the form below and send it via email to [PMIQualifications@pensions-pmi.org.uk](mailto:PMIQualifications@pensions-pmi.org.uk)
2. Provide a digital certificate or photocopy or your certificate as proof when you send the form.

Name:		PMI Number (if applicable)	
Email address:			
Contact number:			
Please give details of the professional qualification(s) obtained (that you are requesting exemption for): We cannot proceed with your request unless we have copies of all authenticated copies of certificates/ any CPD requests			
<b>Name and Address of Awarding Body/Institute</b>	<b>Title of Qualification</b>	<b>Date Awarded</b>	
If you have a degree (or higher) then please state below:			
<b>Name and Address of Awarding Body/Institute</b>	<b>Title of Qualification</b>	<b>Date Awarded</b>	

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Details of PMI modules you wish to claim exemption from?

Unit	Unit Title

Declaration: I hereby apply and declare that all the information given on this form is correct:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

When completed please send this form to:  
 The Qualifications Departments via email  
 Telephone: 02072471452  
 Email: [PMIQualifications@pensions-pmi.org.uk](mailto:PMIQualifications@pensions-pmi.org.uk)  
 Web: [www.pensions-pmi.org.uk](http://www.pensions-pmi.org.uk)