

## 1. LIMITATIONS ON ADVANCED STANDING TO BE GRANTED

RPL applicants may receive up to a 100% coursework exemption determined by their prior learning assessment. Applicants who receive a full exemption from coursework would receive advanced standing directly into the SCMP Leadership Residency™. There are no exemptions granted for the Residency or for the SCMP National Exam™. In addition, there is no exemption available for any other requirements before the designation is granted such as work-experience or membership in the association.

## 2. ADVANCED STANDING PATHWAYS

Applications will be assessed on an individual basis using an RPL process. Our RPL process has been developed using the nine guiding principles for quality RPL practices as set out in the Canadian Association for Prior Learning Assessments (CAPLA) Quality Assurance for the Recognition of Prior Learning in Canada manual. The practices are drawn from UNESCO's Guidelines for Recognition, Validation and Accreditation of Outcomes of Non-formal and Informal Learning and those of other accreditation bodies (professional associations, post-secondary educational institutions, international credential validation bodies, and government agencies). Supply Chain Canada recognizes the following prior learning categories:

### A. ACADEMIC PROGRAMS AND OTHER LEARNING AND TRAINING

Supply Chain Canada has entered into Accreditation Agreements with many academic institutions in Canada and internationally, along with other private providers of education. RPL applicants who have completed prior learning that falls within the scope of these institutional agreements will be required to provide less documentation. Applicants will only be required to show proof of completion and grades for this prior learning.

Applicants presenting prior learning from a recognized Canadian post-secondary institution or private education and training provider not covered within the scope of these institutional agreements will be required to submit an official transcript from the institution showing course name(s), credit hours, year(s)/term(s) and grade(s). In addition, applicants will need to provide the following information to allow a thorough curriculum review to ensure at least an 80% equivalency with SCMP modules or workshops:

- The course outline/syllabus submitted must correspond with the academic year/term in which the course was completed;
- A course description does not usually provide sufficient information for the purposes of mapping course equivalencies to the learning outcomes set out in the SCMP coursework requirements; and
- Applicants seeking credit transfer(s) must have achieved at least a 70% grade (or equivalent grade point) in the relevant courses.

For those RPL applicants educated outside of Canada, they must have their international credentials (certificates and/or diplomas) assessed against Canadian education standards through a recognized third party organization such as World Education Services (WES) or International Qualifications Assessment Service (IQAS).

### B. OTHER PROFESSIONAL DESIGNATIONS

Supply Chain Canada has entered into Accreditation Agreements with other professional associations. RPL applicants who have completed prior learning that falls within the scope of these institutional agreements will be required to provide less documentation. Applicants will only be required to show proof of completion for this prior learning.

Applicants presenting prior learning from another professional association not covered within the scope of these institutional agreements will be required to submit documentation certifying that the applicant has successfully satisfied the requirements of the professional designation, the date of certification and its term (including expiration date) and course details (course name, length of course, learning outcomes and grading or assessment methodology) for each component of the designation. Supply Chain Canada will review the course details and confirm whether the course content meets the 80% equivalency requirement of the learning outcomes set out in the SCMP coursework requirements.

### C. CANADIAN ARMED FORCES TRAINING

Supply Chain Canada has entered into Accreditation Agreements with the Canadian Armed Forces (CAF). RPL applicants who have completed prior learning that falls within the scope of these institutional agreements will be required to provide less documentation.

For Military Personnel and veterans with prior CAF learning not covered within the scope of these institutional agreements, applicants will be required to submit their Military Personnel Resume Record (MPRR) or Unit Employment Record (UER) for assessment of any potential block or credit transfers.

## D. WORK EXPERIENCE

Where an RPL applicant can demonstrate, through practical work experience, the achievement of the competencies and knowledge consistent with the learning outcomes of some or all of the SCMP coursework, Supply Chain Canada may provide advanced standing into the SCMP coursework through certain exemptions.

To facilitate the assessment of a candidate's work experience, the following documentation will be required (at a minimum):

- A chronological résumé that includes an employment history with start and finish dates for each listed position (including the month and year you began and ended each position). Dates on the résumé must coincide with the dates listed on the job questionnaire(s). If they do not coincide, please provide a short letter of explanation as to why they are different. Functional résumés do not provide the required information and, therefore, will not be accepted.
- Job descriptions detailing current and relevant jobs. Employer documents are preferred but not mandatory. Supporting documentation should span the entire period about which they are seeking assessment.

## E. CORPORATE IN-HOUSE TRAINING (PRIVATE AND PUBLIC SECTOR)

Where Supply Chain Canada has entered into Accreditation Agreements with employers, RPL applicants who have completed prior learning that falls within the scope of these institutional agreements will be required to provide less documentation. Applicants will only be required to show proof of completion by the employer that includes submitting documentation on corporate letterhead certifying that the applicant has successfully satisfied the requirements of the corporate or government training, the date of certification and its term (including expiration date).

Where an applicant is seeking recognition for prior corporate training not covered by these institutional agreements, they must provide a description of the course/program learning outcomes, evaluation criteria, hours of study and a certification of successful completion of the accredited training program.

## 3. APPLICATION PROCESS

### A. SUBMITTING APPLICATIONS

Applications can be emailed to [advancedstanding@supplychaincanada.com](mailto:advancedstanding@supplychaincanada.com) following payment of the required administrative fees. Incomplete applications and failure to supply the required documentation will necessarily cause delays in processing and may result in applicants receiving less advanced standing than anticipated.

### B. ADMINISTRATIVE FEES

A non-refundable application fee of \$500.00 for members and \$750.00 for non-members (which includes a one-year membership bundled into the fee) must be paid at the time that an application is submitted. Payment of these fees is processed through the National Office e-commerce system.

### C. DECISIONS, APPEALS AND REPORTING

The National Office will notify applicants upon receipt of their application and at the point that the application is considered complete and ready for review. The National Office will make every effort to complete reviews in a timely fashion (wherever possible within 30 days of the application). Once the review is completed the National Office will notify the applicant in writing (with a copy to the local Institute) of the outcome of the review including the exemptions to which the applicant is entitled. The National Office will record the advanced standing and exemptions in the membership portal and assign the applicant's file to the Institute for local follow-up regarding admission into the program (or continuation of coursework in the case that the applicant is already enrolled).

Applicants who believe that there was an error in assessing their application may make a one-time written appeal to the Professional Review Committee of Supply Chain Canada's Board of Directors. There is no fee for making an appeal. Appeals must be made in writing to [RPLappeals@supplychaincanada.com](mailto:RPLappeals@supplychaincanada.com) no later than 7 calendar days after an applicant is notified of the outcome of the review. Appeals will be reviewed solely for new information that was not previously provided that highlights additional experience or qualifications of the applicant in relation to the SCMP coursework requirements. Appellants will be notified as to when their appeal will be reviewed by the committee. Appeal decisions are final.