



## Step by Step RPL-RCC Instructions

The underpinning philosophy of the RPL-RCC process is:

1. You will be asked a series of questions – don't stress if you don't know all the answers.
2. Only complete one RPL/RCC per accreditation e.g. Level 4 Referee **not** Level 1, Level 2, Level 3 and Level 4.
3. You will then be asked to upload your old Sport Education certificate – don't worry if you have lost it you can download a code of ethics form [here](#) and upload to confirm that this information is true and correct.

### Step 1 – Web Location

Head to <https://touchfootball.etrainu.com/>

Bottom right is the login area (Red Circle), enter your login details

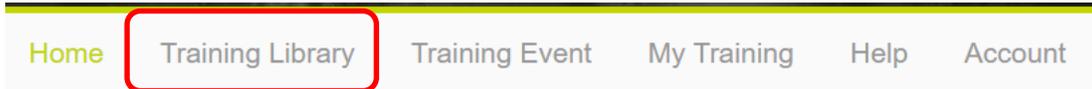
If you haven't already created a profile, please refer to the "Registration How To" guide.





### Step 2 – RPL/RCC Course Selection

Upon login click on “Training Library” in the top menu (Red Circle)



This will take you to the course landing page, select the RPL/RCC folder relevant to your accreditation. (Red Box)  
Select “View Courses” (Black Circles)

### Course Categories

 TFA - Referee Courses VIEW COURSES	 TFA - Referee Coach Courses VIEW COURSES	 TFA - Coaching Courses VIEW COURSES	 TFA - Education and Training Courses VIEW COURSES
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 TFA - RPL/RCC Referee Courses VIEW COURSES	 TFA - RPL/RCC Coach Courses VIEW COURSES	 TFA - RPL/RCC Referee Coach Courses VIEW COURSES	 TFA - RPL/RCC Education and Training Courses VIEW COURSES
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 TFA - External Courses VIEW COURSES	 Governance in Sport Essentials VIEW COURSES
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After selecting the RPL/RCC folder relevant to your accreditation you will need to select the **HIGHEST** level of accreditation that you have achieved within that discipline. Click “Enrol” (Red Circles) for the relevant RPL/RCC course.

### Courses in TFA - RPL/RCC Referee Courses

<p>TFA - Level 1 Referee - RPL/RCC Touch Football Australia Level 1 Referee - RPL/RCC</p> <p>Free ENROL</p>	<p>TFA - Level 2 Referee (Theory Only) - RPL/RCC Touch Football Australia Level 2 Referee (Theory Only) - RPL/RCC</p> <p>Free ENROL</p>	<p>TFA - Level 2 Referee - RPL/RCC Touch Football Australia Level 2 Referee - RPL/RCC</p> <p>Free ENROL</p>	<p>TFA - Level 3 Referee (Theory Only) - RPL/RCC Touch Football Australia Level 3 Referee (Theory Only) - RPL/RCC</p> <p>Free ENROL</p>
<p>TFA - Level 3 Referee - RPL/RCC Touch Football Australia Level 3 Referee - RPL/RCC</p> <p>Free ENROL</p>	<p>TFA - Level 4 Referee - RPL/RCC Touch Football Australia Level 4 Referee - RPL/RCC</p> <p>Free ENROL</p>	<p>TFA - Level 5 Referee - RPL/RCC Touch Football Australia Level 5 Referee - RPL/RCC</p> <p>Free ENROL</p>	<p>TFA - Level 6 Referee - RPL/RCC Touch Football Australia Level 6 Referee - RPL/RCC</p> <p>Free ENROL</p>

### Courses in TFA - RPL/RCC Coach Courses

<p>TFA - Foundation (Level 1 Pre 2014) Coach - RPL/RCC Touch Football Australia Foundation (Level 1 Pre 2014) Coach - RPL/RCC</p> <p>Free ENROL</p>	<p>TFA - Talent (Level 2 Pre 2014) Coach - RPL/RCC Touch Football Australia Talent (Level 2 Pre 2014) Coach - RPL/RCC</p> <p>Free ENROL</p>	<p>TFA - Elite Coach (Theory Only) - RPL/RCC Touch Football Australia Elite Coach (Theory Only) - RPL/RCC</p> <p>Free ENROL</p>	<p>TFA - Elite Coach - RPL/RCC Touch Football Australia Elite Coach - RPL/RCC</p> <p>Free ENROL</p>
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## Courses in TFA - RPL/RCC Referee Coach Courses



TFA - Foundation Referee Coach (Theory Only) - RPL/RCC

Touch Football Australia

Foundation Referee Coach (Theory Only) - RPL/RCC

Free ENROL



TFA - Foundation Referee Coach - RPL/RCC

Touch Football Australia

Foundation Referee Coach - RPL/RCC

Free ENROL



TFA - Talent Referee Coach (Theory Only) - RPL/RCC

Touch Football Australia

Talent Referee Coach (Theory Only) - RPL/RCC

Free ENROL



TFA - Talent Referee Coach - RPL/RCC

Touch Football Australia

Talent Referee Coach - RPL/RCC

Free ENROL



TFA - Elite Referee Coach (Theory Only) - RPL/RCC

Touch Football Australia

Elite Referee Coach (Theory Only) - RPL/RCC

Free ENROL



TFA - Elite Referee Coach - RPL/RCC

Touch Football Australia

Elite Referee Coach - RPL/RCC

Free ENROL

## Courses in TFA - RPL/RCC Education and Training Courses

TFA - Assistant Facilitator - RPL/RCC

Touch Football Australia

Assistant Facilitator - RPL/RCC

Free ENROL

TFA - Facilitator - RPL/RCC

Touch Football Australia

Facilitator - RPL/RCC

Free ENROL

TFA - Assessor - RPL/RCC

Touch Football Australia

Assessor - RPL/RCC

Free ENROL



After selecting your course and clicking “Enrol” you will be taken to the payment page.  
There is **no charge** for completing the RPL/RCC process  
Select “Process Payment” (Red Circle)



## Pay for your course

This is a secure 256-bit SSL Encrypted payment

**You have sufficient credit to purchase this course.  
No additional payment is required.**

ITEM	Cost
TFA - Elite Referee Coach - RPL/RCC	\$0.00

PROMOTIONAL CODE





Select "Go To Training" (Red Circle)



## Purchase Complete

**Thank you for choosing etrainu**

Your payment was successful and your receipt has been sent to your email address:

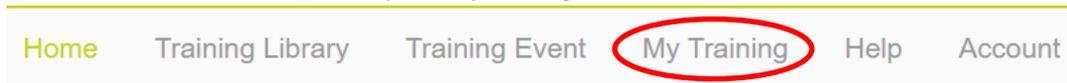
You will now be directed to your online training.





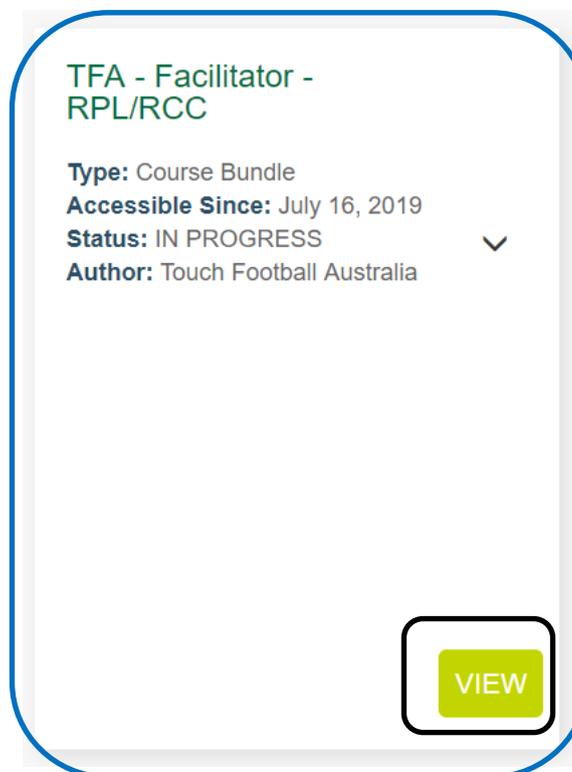
### Step 3 – RPL/RCC Units

Once enrolled, the courses will also appear in your “My Training” section (Red Circle)

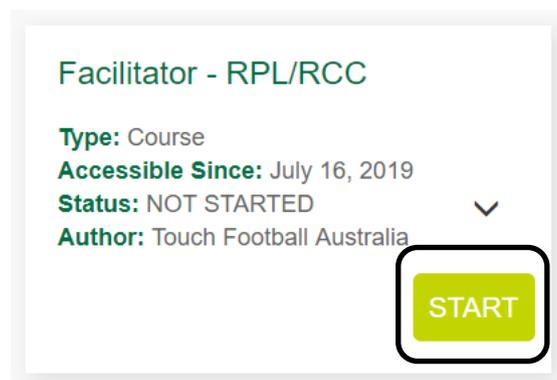


The below example is related to the TFA Facilitator RPL-RCC

You should see “TFA – Facilitator RPL/RCC” (Blue Circle). Click on “View” (Black Circle)



Once inside the RPL/RCC course select “Start” (Black Circle)





Select “View Slides” (Blue Circle)

Home > My Training > Facilitator - RPL/RCC

## Facilitator - RPL/RCC

You can begin your training by clicking on each Stage name/s below (in blue text). Each stage is made up of slides. Each slide has content related to the topic & some may have an assessment.

You MUST submit each assessment as they appear in each stage. You will not be able to undertake an assessment within a stage until you have submitted ALL assessment items in the previous stage/s.

We suggest that you take your time to read and understand the content in all stages as assessments (if required) are based on this information.

If you need assistance please contact our helpdesk on helpdesk@etrainu.com or via the Help button on the top right hand side of this page.

### Current Stages

1. Facilitator - RPL	Not Started	<a href="#">View Slides</a>
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The Facilitator – RPL slide will then drop down. Select “Start” (Black Circle)

Home > My Training > Facilitator - RPL/RCC

## Facilitator - RPL/RCC

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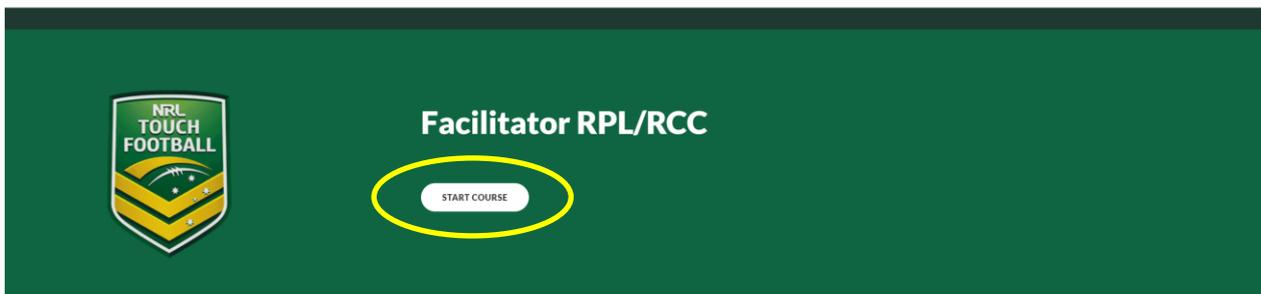
If you need assistance please contact our helpdesk on helpdesk@etrainu.com or via the Help button on the top right hand side of this page.

### Current Stages

1. Facilitator - RPL	Not Started	<a href="#">Hide Slides</a>
Facilitator - RPL	OPEN	<a href="#">Start</a> <a href="#">Take Assessment</a>

Select “Start Course” (Yellow Circle)

my training | facilitator - rpl/rcc | view a slide





Read through the RPL/RCC slide and where applicable download the TFA RPL-RCC Code of Ethics Agreement Form to upload (Black Circle)  
Select “Take Assessment” (Blue Circle) to begin your RPL/RCC questionnaire.

Upon completion of the short survey you will be asked to either upload a copy of your old certificate or download and complete a TFA Code of Ethics form, available [here](#).

@ To begin the RPL/RCC survey and to upload your old certificate or completed Code of Ethics form please click on the 'Take Assessment' button.

Take Assessment

**On the next page is an example RPL/RCC questionnaire:**



1. You will be asked a series of questions – don't stress if you don't know all the answers.
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## Facilitator - RPL

### Questions

#### Question 1

What date did you attend the course?

Save Progress

#### Question 2

Where was your course held?

#### Question 3

Who was your course presenter?

#### Question 4

What was your certificate number?

#### Question 5

Once you have completed the RPL/RCC Survey please upload a copy of your old Sport Education certificate or your complete RPL/RCC Code of Ethics Agreement.

Upload

Submit

Cancel

Once a TFA Assessor has reviewed your RPL/RCC questionnaire you will receive a confirmation email regarding completion.

If you have any issue or concerns please contact National Education and Policy Manager James Sharp [james.sharp@touchfootball.com.au](mailto:james.sharp@touchfootball.com.au)