



TAYLOR'S  
UNIVERSITY

Wisdom • Integrity • Excellence



# ACCREDITATION OF PRIOR EXPERIENTIAL LEARNING (APEL)



## INTRODUCTION

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### LEVEL UP TO AN UNDERGRADUATE OR POSTGRADUATE DEGREE WITH JUST YOUR WORK EXPERIENCE

Accreditation of Prior Experiential Learning (APEL) provides an alternative pathway for adults who lack formal education to leverage their experience for career development. Through APEL, they can gain access to undergraduate or postgraduate programmes (APEL.A), or to shorten their study duration (APEL.C).

The systematic process identifies, documents, and assesses prior experiential learning from the aspects of knowledge, skills, and attitudes. This determines the extent to which an individual has achieved the desired learning outcomes, for their goal of accessing a programme of study and/or award of credits.



## GLOSSARY

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### FORMAL LEARNING

Intentional learning or a programme of study delivered within an organised and structured context (pre-school, primary school, secondary school, technical college and university), which may lead to formal recognition or a recognised qualification.

### INFORMAL LEARNING

Learning which takes place continuously through life and work experiences. It is often unintentional learning.

### NON-FORMAL LEARNING

Learning that takes place alongside the mainstream systems of education and training. It may be assessed but does not normally lead to formal certification.

### APTITUDE TEST

A formal examination that applicants are required to pass. The purpose is to assess the competence and readiness of the applicant to pursue tertiary education. Test areas include Numerical Literacy, Bahasa Malaysia Language, English Language, and General Knowledge, Critical Thinking and Digital Literacy.

### CHALLENGE TEST

A proctored standard test to assess if you have achieved the module learning outcomes. It can be in the form of a written test, oral examination and/or performance assessment, depending on the nature and discipline of the module, as well as individual module learning outcome.

### PORTFOLIO

A compilation document of previous experience including formal, informal and non-formal learning. The portfolio must be prepared in such a way that it allows you to demonstrate that the learning acquired is relevant.

# ACCREDITATION OF PRIOR EXPERIENTIAL LEARNING FOR ACCESS (APEL.A)

APEL.A provides an opportunity for individuals with working experience but lack formal academic qualifications to pursue tertiary education at Higher Education Institutions. The APEL.A assessment, made up of the Aptitude Test and Portfolio Assessment components (refer to Glossary), will be on formal learning, informal learning and non-formal learning that has been attained over the years by the learner.

## WHO CAN APPLY

### For Bachelor's Degree:

- Malaysians
- More than 21 years of age in the year of application
- Possess relevant work experience

### For Master's Degree:

- Malaysians
- At least 30 years of age in the year of application
- Possess at least STPM / Diploma / equivalent qualifications (or those with higher qualifications e.g. Advanced Diploma, Graduate Certificate, Graduate Diploma)
- Possess relevant work experience

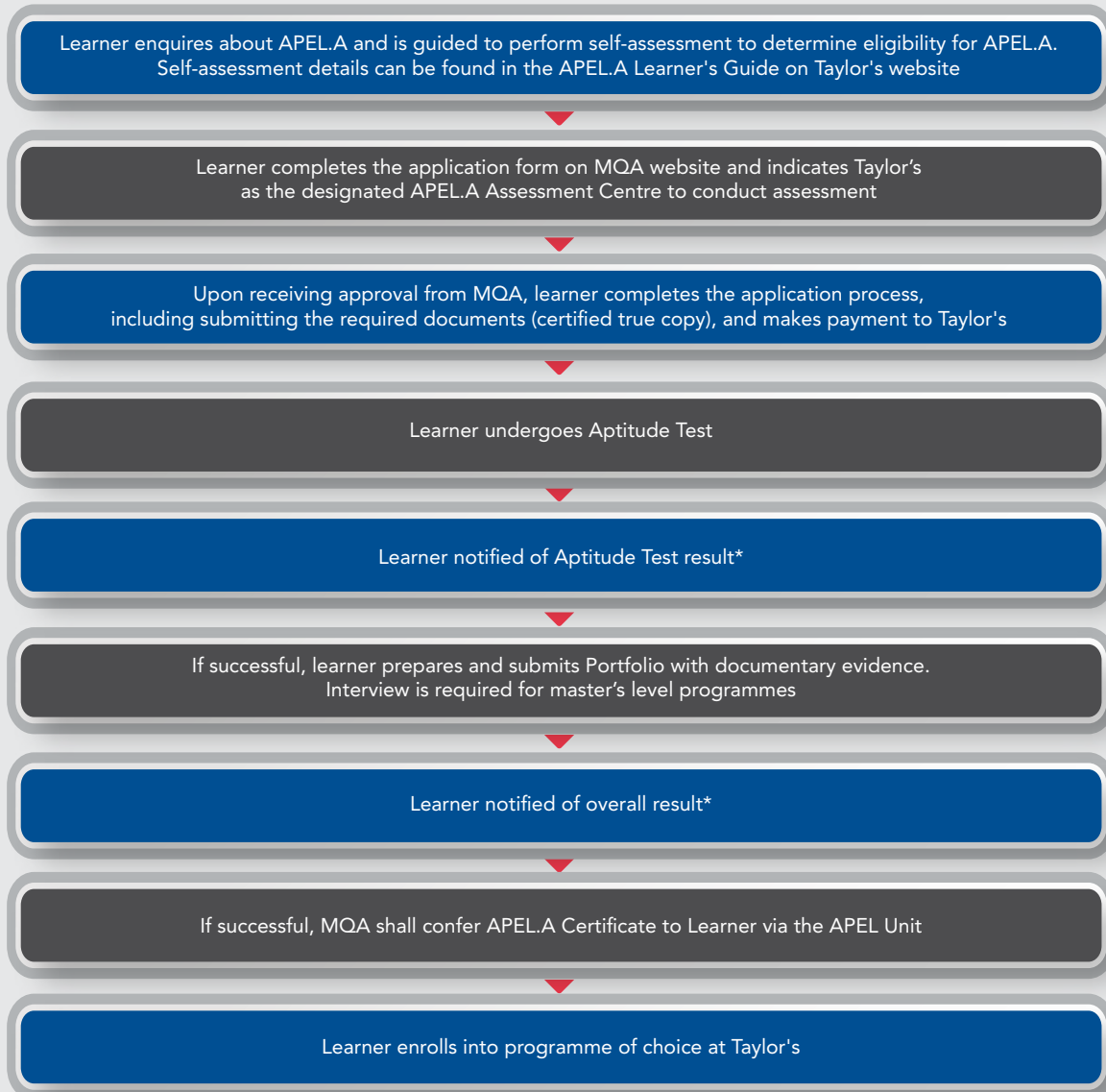
## APPLICABLE PROGRAMMES

(Please refer to the Taylor's University website for latest list of applicable programmes)

- **Bachelor of International Events Management (Honours)**  
KPT/JPS (R2/1015/6/0008) (A9385) 11/25
- **Bachelor of International Hospitality Management (Honours)**  
KPT/JPS (R2/1013/6/0007) (A9386) 11/25
- **Bachelor of International Tourism Management (Honours)**  
KPT/JPS (R2/812/6/0072) (A 9388) 11/25
- **Bachelor of Accounting and Finance (Honours)**  
KPT/JPS (R2/344/6/0038) (MQA/FA1147) 02/27
- **Bachelor of Accounting (Fintech) (Honours)**  
KPT/JPS (N/0441/6/0057) (MQA/PA14200) 01/26
- **Bachelor of Actuarial Studies (Honours)**  
KPT/JPS (R/462/6/0010) (MQA/FA7557) 12/27
- **Bachelor of Banking and Finance (Honours)**  
KPT/JPS (R2/0412/6/0004) (MQA/FA1148) 02/27
- **Bachelor of Business (Honours)**  
KPT/JPS (R2/345/6/0561) (A 9964) 07/26
- **Bachelor of Business (Honours) in International Business and Marketing**  
KPT/JPS (R3/0488/6/0032) (A9968) 07/29
- **Bachelor of Finance and Economics (Honours)**  
KPT/JPS (R2/0412/6/0003) (MQA/FA1152) 02/27
- **Bachelor of Entrepreneurship (Honours) in Team Entrepreneurship**  
KPT/JPS (R/0414/6/0282) (MQA/FA12931) 01/30
- **Bachelor of Education (Honours)**  
KPT/JPS (R2/144/6/0005) (MQA/FA2073) 02/28
- **Bachelor of Mass Communication (Honours)**  
KPT/JPS (R2/342/6/0165) (MQA/FA0119) 02/26
- **Bachelor of Mass Communication (Honours) in Advertising and Brand Management**  
KPT/JPS (R2/342/6/0167) (MQA/FA0120) 02/26
- **Bachelor of Mass Communication (Honours) (Digital Media Production)**  
KPT/JPS (R2/321/6/0195) (MQA/FA0121) 02/26
- **Bachelor of Mass Communication (Honours) in Public Relations and Event Management**  
KPT/JPS (R2/342/6/0168) (MQA/FA0123) 02/26
- **Bachelor of Mass Communication (Honours) in Public Relations and Marketing**  
KPT/JPS (R2/342/6/0166) (MQA/FA0122) 04/26
- **Bachelor of Computer Science (Honours)**  
KPT/JPS (R2/481/6/0256) (MQA/FA2541) 03/28
- **Bachelor of Information Technology (Honours)**  
KPT/JPS (R2/481/6/0280) (MQA/FA2538) 04/28
- **Bachelor of Software Engineering (Honours)**  
KPT/JPS (R2/481/6/0726) (MQA/FA0600) 05/26
- **Bachelor of Science (Honours) in Sustainable Digital Construction Management**  
KPT/JPS (N/0733/6/0001) (MQA/PA 15286) 07/27
- **Master of Business Administration**  
KPT/JPS (R2/0410/7/0007) (MQA/FA4445) 05/29
- **Master of Management**  
KPT/JPS (R2/345/7/0752) (A 11524) 09/25
- **Master of Communication**  
KPT/JPS (R2/321/7/0056) (MQA/FA2004) 11/29
- **Master of Laws in Healthcare and Medical Law**  
KPT/JPS (R2/380/7/0013 ) (MQA/FA0546) 02/27
- **Master of International Hospitality Management**  
KPT/JPS (R2/1013/7/0004) (MQA/FA1908) 06/27
- **Master of Teaching and Learning**  
KPT/JPS (R2/0110/7/0011) (MQA/FA0925) 08/26
- **Postgraduate Certificate in Teaching and Learning**  
KPT/JPS (R2/0110/7/0010) (MQA/FA1076) 02/27
- **Master of Science in Virtual Design and Construction**  
KPT/JPS (N/0733/7/0001) (MQA/PA 15287) 04/27
- **Master of Applied Computing**  
KPT/JPS (N/0614/7/0003) (MQA/FA12583) 01/27
- **Master of Applied Computing (100% Online)**  
KPT/JPS (N-DL/481/7/0831) (MQA/PA 15098) 12/26
- **Master of Business Administration (100% Online)**  
KPT/JPS (N-DL/0414/7/0012) (MQA/PA15677) 07/27
- **Master of Global Hospitality Management (100% Online)**  
KPT/JPS (N-DL/811/7/0355) (MQA/PA 15154) 01/27
- **Master of Teaching & Learning (100% Online)**  
KPT/JPS (N-DL/141/7/0015) (MQA/PA 15156) 01/27
- **Postgraduate Certificate in Education (100% Online)**

## APPLICATION PROCESS

Learners must achieve at least 50% for each component, i.e. Aptitude Test, Portfolio and Interview in order to pass the APEL.A assessment.



*\*Learners are allowed to appeal if unsuccessful*

## FEES

### APPLICATION FEE

Bachelor's		<b>RM370</b>
Master's		<b>RM560</b>

### APPEAL FEE

#### BACHELOR'S

Review of Marks		<b>RM155*</b>
Aptitude Test - Re-sit		<b>RM180</b>
Portfolio Re-submission		<b>RM100</b>

#### MASTER'S

Review of Marks		<b>RM200*</b>
Aptitude Test - Re-sit		<b>RM200</b>
Portfolio Re-submission		<b>RM170</b>

Note:  
All fees paid are non-refundable.

*\*For review of each assessment instrument*

# FREQUENTLY ASKED QUESTIONS

## Why should I apply for APEL.A?

- I. I want to obtain formal recognition for my prior learning
- II. I possess the relevant work experience, skills and knowledge, and readiness to commence my tertiary education
- III. I want to fast track my career progression with tertiary education qualification

If you agree to at least one of these statements, contact us to find out how to put your experience to work!

## Why should I apply for APEL.A at Taylor's University?

As one of the World's Top 1% Universities, Asia's Top 50, and Southeast Asia's No. 1 Private University (QS World University Rankings 2025 & Asia University Rankings 2024), Taylor's University is home to high-quality teaching expertise and a global industry network, which are vital for your professional development.

The university is ranked Top Private in Southeast Asia for Employer Reputation (QS World University Rankings 2025), demonstrating the strong recognition of a qualification from Taylor's in the eyes of employers. Taylor's University is also certified as a Higher Education Provider to award APEL.A by the Malaysian Qualifications Agency (MQA).

## What are the application criteria for APEL.A?

### Bachelor's Degree programme

For admission into the Bachelor's Degree programme, candidates must be Malaysian, at least 21 years of age in the year of application and have relevant work experience.

### Master's Degree programme

For admission into the Master's Degree programme, candidates must be Malaysian and at least 30 years of age in the year of application. The candidate must also have STPM or Diploma or other recognized equivalent qualifications and have relevant work experience.

## Can I apply to any programme at Taylor's University via APEL.A?

For now, APEL.A assessment at Taylor's is opened for TWO levels of admissions which are:

- i) Admission to the Bachelor's Degree programme (APEL T-6); and
- ii) Admission to the Master's Degree programme (APEL T-7).

Please view the list of applicable programmes attached in this brochure.

## Can I get any refund if my assessment is not successful?

No, all fees paid are non-refundable

## What is the breakdown of APEL.A Assessment?

Type of Assessment	T6 (Bachelor's Degree)	T7 (Master's Degree, Postgraduate Certificate)
Aptitude Test	30%	40%
Portfolio	70%	40%
Interview *	N/A	20%

\* For Bachelor's Degree, if the assessors are uncertain about the authenticity, sufficiency or relevancy of the evidence presented in the portfolio, they may request for an Interview session.

## What are the areas assessed in the Aptitude Test?

Aptitude test is a formal examination that applicants are required to pass. The purpose is to assess the competence and readiness of the applicant to pursue tertiary education.

### Bachelor's Degree Test Structure:

Assessment Aspects	No. of Question	Duration
Bahasa Malaysia Language	10 MCQ Questions	2 hours
English Language	10 MCQ Questions	
Numerical Literacy	10 MCQ Questions	
General Knowledge, Critical Thinking and Digital Literacy	10 MCQ Questions	

Note: Candidates must obtain 50% in the Aptitude Test to pass the assessment.

### Master's Degree Test Structure:

Assessment Aspects	No of Question	Duration
Bahasa Malaysia Language	Part A: 13 Objective Questions Part B: 1 Structured Question	2 hours 30 minutes
English Language	Part A: 12 Objective Questions Part B: 1 Structured Question	
Numerical Literacy	Part A: 25 Objective Questions Part B: 1 Structured Question	
General Knowledge, Critical Thinking and Digital Literacy	Part A: 25 Objective Questions Part B: 2 Structured Questions	

Note: Candidates must obtain 50% in the Aptitude Test to pass the assessment.

## What is Portfolio Assessment?

Portfolio is compilation document of previous experience including formal, informal and non-formal learning. The portfolio must be prepared in such a way that it allows you to demonstrate that the learning acquired is relevant.

## Are the applicants allowed to apply their studies to other Higher Education Provider (HEP) after passing the APEL.A assessment at Taylor's University?

No. Applicants who have obtained MQA's APEL.A certificate from Taylor's University can only further their studies at Taylor's University.

## I have applied for APEL.A through MQA website and selected Taylor's University for assessment. What should I do next?

Applicant will receive an email automatically generated by the system after registering on the MQA APEL.A Portal. Next, the applicant needs to re-register with Taylor's University via the link provided in the email.

## I am interested in taking the APEL.A assessment and continuing my studies at Taylor's University. When is the right time I should apply for APEL.A?

Applicants are advised to submit the APEL.A application at least SIX (6) months before the date of admission to the programme at Taylor's University.

## What is the validity period of APEL.A certificate?

APEL.A Certificate is valid for 5 years only. Applicant may submit a new application for APEL.A assessment after the APEL.A certificate expires.

## Who should I contact if I have further questions on about APEL.A?

For more information, please refer to APEL Unit at **03-5629 5000** or **apel@taylors.edu.my**.





# ACCREDITATION OF PRIOR EXPERIENTIAL LEARNING FOR CREDIT AWARD (APEL.C)

APEL.C is the award of credits for prior experiential learning towards a module in an accredited programme. The credit award is granted on the basis of the knowledge and skills acquired through informal and non-formal learning. The maximum percentage of credit transfer is 30% of the minimum graduating credits.

## WHO CAN APPLY

- Malaysians & Non-Malaysians
- Applicants who are registered students of Taylor's in the applicable programme
- Applicants with relevant informal and/or non-formal learning experience in the module(s) applied for APEL.C award

## APPLICABLE PROGRAMMES\*

*(Please refer to the Taylor's University website for latest list of applicable programmes)*

### CONVENTIONAL MODE

- **Master of Business Administration**  
KPT/JPS (R2/0410/7/0007) (MQA/FA4445) 05/29
- **Master of Management**  
KPT/JPS (R2/345/7/0752) (A 11524) 09/25
- **Master of Communication**  
KPT/JPS (R2/321/7/0056) (MQA/FA2004) 11/29
- **Master of International Hospitality Management**  
KPT/JPS (R2/1013/7/0004) (MQA/FA1908) 06/27
- **Master of Laws**  
KPT/JPS (R2/380/7/0012) (MQA/FA0548) 02/27
- **Master of Laws in Healthcare and Medical Law**  
KPT/JPS (R2/380/7/0013) (MQA/FA 0546) 02/27
- **Master of Teaching and Learning**  
KPT/JPS (R2/0110/7/0011) (MQA/FA0925) 08/26
- **Master of Science in Virtual Design and Construction**  
KPT/JPS (N/0733/7/0001) (MQA/PA 15287) 04/27
- **Master of Applied Computing**  
KPT/JPS (N/0614/7/0003) (MQA/FA12583) 01/27
- **Postgraduate Certificate in Teaching and Learning**  
KPT/JPS (R2/0110/7/0010) (MQA/FA1076) 02/27

### ONLINE DISTANCE LEARNING (ODL)

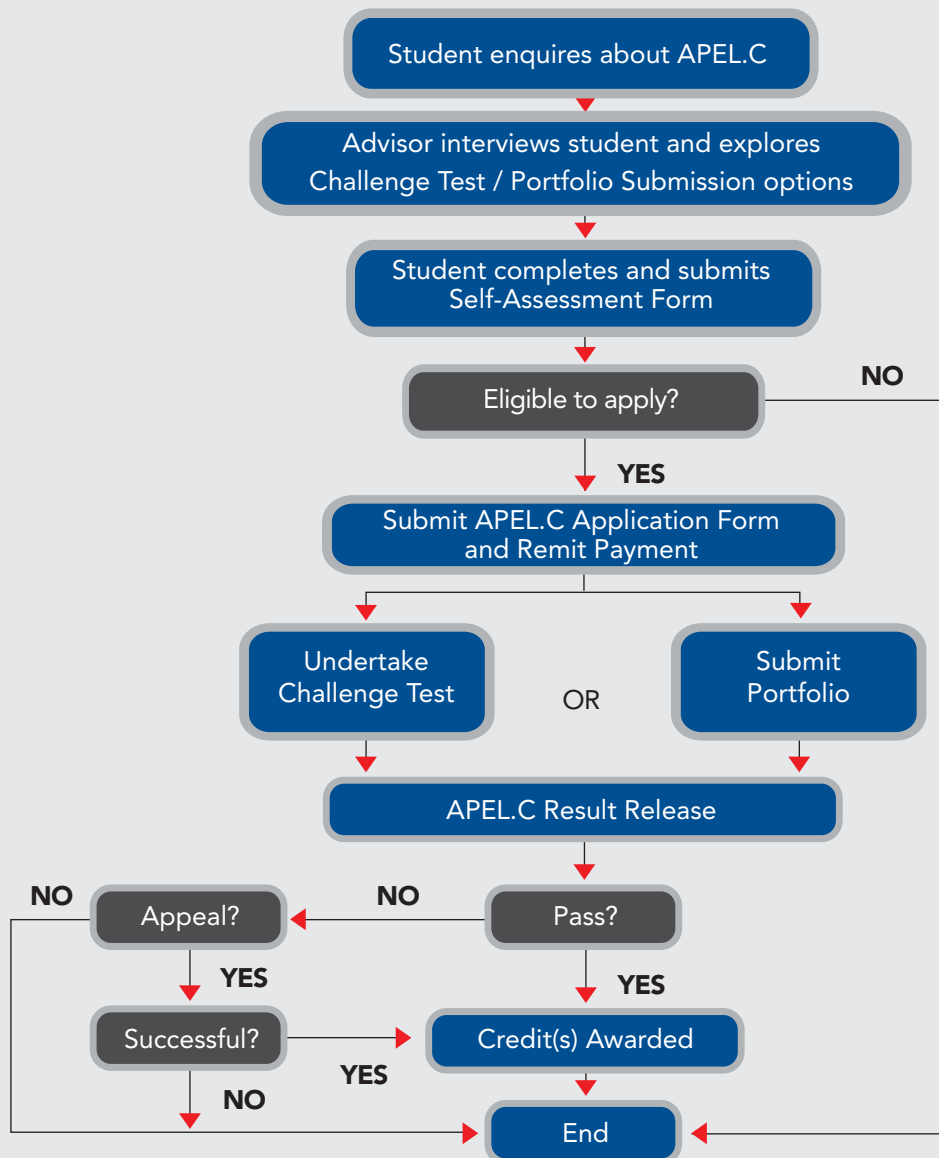
- **Master of Business Administration**  
KPT/JPS (N-DL/0110/7/0002) (MQA/FA15235) 03/27
- **Master of Global Hospitality Management**  
KPT/JPS (N-DL/811/7/0355) (MQA/PA 15154) 01/27
- **Master of Teaching and Learning**  
KPT/JPS (N-DL/141/7/0015) (MQA/PA 15156) 01/27
- **Master of Applied Computing**  
KPT/JPS (N/0614/7/0003) (MQA/FA12583) 01/27
- **Postgraduate Certificate in Education**  
KPT/JPS (N-DL/0110/7/0002) (MQA/FA15235) 03/27

\*Applicable for selected modules only

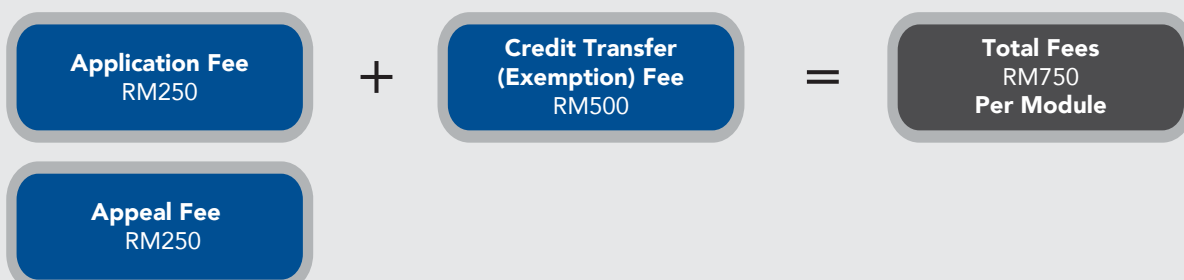


## APPLICATION PROCESS

Students must achieve at least 50% of each module learning outcome for the Challenge Test or Portfolio Assessment (refer to Glossary) to satisfy the requirement of being granted an APEL.C award.



## FEES



Note:

1. A non-refundable application fee of RM250 per module is required for the processing of all applications.
2. The Credit Transfer (Exemption) fee of RM500 will only be charged upon passing the APEL.C assessment.
3. All fees paid are non-refundable.

## FREQUENTLY ASKED QUESTIONS

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### Why should I apply for APEL.C?

- I. I want to obtain formal recognition for my prior learning.
- II. I possess the relevant skills, knowledge, and prior learning for a module that forms part of my programme.
- III. I can demonstrate evidence of my prior learning.

If you agree to at least one of these statements, contact us to find out how to put your experience to work!

### Why should I apply for APEL.C at Taylor's University?

As one of the World's Top 1% Universities, Asia's Top 50, and Southeast Asia's No. 1 Private University (QS World University Rankings 2025 & Asia University Rankings 2024), Taylor's University is home to high-quality teaching expertise and a global industry network, which are vital for your professional development.

### What is the age limit to apply for APEL.C?

There is no age requirement or limit to apply.

### What is the maximum percentage of credit transfer allowed?

The maximum percentage of credit transfer is 30% of the minimum graduating credits. This percentage is in addition to the credit transfer provision, i.e. 30% based on the existing formal credit transfer policy.

### Is APEL.C applicable for all modules?

According to the Guidelines to Good Practices: Accreditation of Prior Experiential Learning for Credit Award issued by the Malaysian Qualifications Agency (MQA), APEL.C is applicable for all modules (including internship), except for final-year project-based modules and dissertations. At Taylor's, currently APEL.C is applicable for selected programme modules. View the list of modules on our website or get in touch with us for more info.

### How is APEL.C assessed?

The assessment depends on the experiential learning accumulated by the student over the years. Methods of assessment that can be used are the Challenge Test or Portfolio Submission.

### What is the difference between the Challenge Test and Portfolio Submission?

The Challenge Test is a proctored standard test to assess if you have achieved the module learning outcomes. It can be in the form of a written test, oral examination and/or performance assessment, depending on the nature and discipline of the module, as well as individual module learning outcome. The Portfolio Submission requires you to prepare a compilation document of previous experience including formal, informal and non-formal learning. The portfolio must be prepared in such a way that it allows you to demonstrate that the learning acquired is relevant.

### When can I submit a formal application?

You may apply for APEL.C any time after you have enrolled as a Taylor's student and accepted the offer. However, you are advised to submit the APEL.C application before or during the first semester of study. Kindly take note that APEL.C application is open in January, April, July, and October. Please refer to the APEL Unit for the submission deadline.

### Can I get any refund if my assessment is not successful?

No, all fees paid are non-refundable.

### Will APEL.C credit transfer contribute to my CGPA?

No. The credit award (without any grades) will appear in the transcript of the student as 'CT(APEL)'.

*Please refer to the detailed FAQ and APEL.C Student Guide on our website for more information.*

This publication contains information, which is current as of October 2024. Changes in circumstances after this date may impact upon the accuracy or timeliness of the information. Taylor's University does its best to ensure that the information contained herein is accurate, but reserves the right to change any information described here without notice. Readers are responsible for verifying information that pertains to them by contacting the university.

For more information, please contact:  
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