

Accreditation of Prior Experiential Learning for Credit Award [APEL.C] Frequently Asked Questions (FAQ)

1. What is APEL.C?

Accreditation of Prior Experiential Learning for Credit Award [APEL.C] is the award of credits through prior experiential learning towards a module in a Taylor's accredited programme. It recognises the prior experiential learning of a student, and the credit award is granted based on the knowledge and skills acquired through informal and non-formal learning.

2. What is informal and non-formal learning?

Informal Learning refers to learning which takes place continuously through life and work experiences. Example, sales staff attending a sharing session by a senior on sales techniques.

Non-formal Learning is learning that takes place alongside the mainstream systems of education and training. It may be assessed but does not lead to the completion of a particular degree (foundation, diploma, bachelor, etc) or of a credit bearing module. Example: an employee attending a structured training session related to his/her job function.

3. What is the maximum percentage of credit transfer that I could apply through APEL.C?

The maximum percentage of credit transfer through APEL.C is 30% of the minimum graduating credits of the programme of study.

4. Who can apply for APEL.C?

Malaysian or non-Malaysian registered students of Taylor's in selected postgraduate programmes are eligible to apply for APEL.C. Click <https://www.taylors.edu.my> for the full list of selected programmes and modules.

5. I have relevant prior working experience and/or have attended relevant short courses related to the module(s) that forms part of my programme of choice. Should I apply?

Yes, you are encouraged to apply based on your relevant knowledge and skills acquired through informal and/or non-formal learning.

6. When can I apply for APEL.C?

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 APEL Unit for the submission deadline.

7. What are the fees incurred for APEL.C application?

Application Fee

You are required to pay an application fee of RM250 for the APEL.C Application. Fees paid are non-refundable.

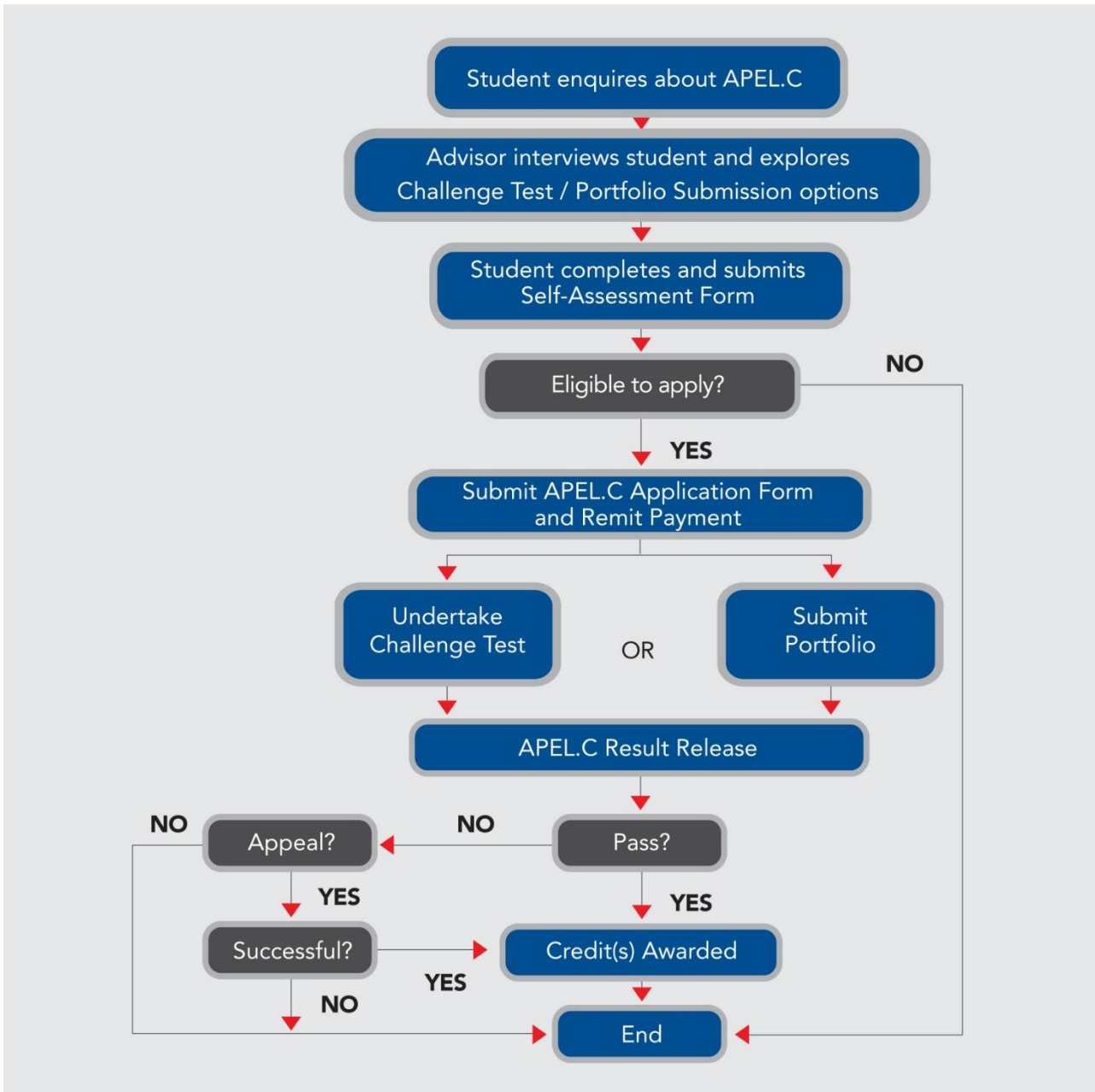
Credit Transfer Fee

You are required to pay a credit transfer fee of RM500 upon successfully passing the APEL.C assessment.

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

No, all fees paid are non-refundable.

9. Could you elaborate the process involved in APEL.C application?



10. Will I be guided to complete the APEL.C Self-Assessment Form?

Yes, an advisor will be assigned to guide you accordingly.

Please access the APEL.C Self-Assessment Form at <https://campuscentral.taylors.edu.my>.

11. What should be included in the 500-word report?

The 500-word report should be written based on a given title that is related to the module(s) applied for. You could also submit your Curriculum Vitae (CV), giving details of work history, training or other formal qualifications relevant to your application and the learning outcomes of the module(s) applied for.

12. What is the difference between Challenge Test and Portfolio Submission?

- a) Challenge Test: A Challenge Test is a proctored standard test to assess if the learner has 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. A challenge test could cover a series of MCQ, essay questions, role plays, case studies, oral presentations, simulation, or skills demonstration to be addressed in order to evaluate the knowledge related to a particular learning outcome. For instance, a medico-legal practitioner could be requested to answer ethical matters related to a particular case.

- b) Portfolio Submission: A portfolio is a formal document that contains a compilation of evidence documenting the prior experiential learning of a student and his/her articulation of learning acquired over a period of time. It is prepared by the student with the objective to demonstrate that the formal, non-formal and informal learning acquired is relevant and specific to each of the module learning outcomes of a particular module.

13. How will it be determined whether I should undertake a Challenge Test or submit a Portfolio?

The Advisor will advise you on the appropriate mode of assessment to be undertaken for the APEL.C application based on your prior experiential learning.

14. Will I be required to undertake both types of assessment, i.e. Challenge Test and submit a Portfolio?

No. You will only be required to undertake one type of assessment which will be recommended by the Advisor based on the self-assessment exercise submitted.

15. Is APEL.C applicable to final year project and dissertation?

No.

16. Can I apply for module(s) which I have already undertaken during the period of study?

No.

17. Can I apply for module(s) which I have failed in my previous semester?

No, you will be required to repeat the said module(s).

18. Who will assess my Challenge Test or Portfolio Submission?

An Assessor who is the subject matter expert shall evaluate and grade your Challenge Test or Portfolio Submission.

19. How will I be informed about my assessment result?

You will be notified via email notification by APEL Unit.

20. How will the module(s) awarded credit transfer be calculated in my CGPA?

Module(s) awarded credit transfer will not be considered in the calculation of Grade Point Average (GPA)/ Cumulative Grade Point Average (CGPA) or Weighted Grade Point Average (WGPA)/ Weighted Cumulative Grade Point Average (WCGPA). However, the credits will be counted towards the total credits required for graduation.

21. Can I appeal if I failed the assessment?

Yes. You may complete the APEL.C Appeal Form, pay the Appeal Fee of RM250 per module within three (3) working days from the date of result notification. Late appeals will not be accepted.

A second Assessor shall be appointed to evaluate the assessment based on merit of the appeal. You shall be informed of the outcome of the appeal and the decision is final.

22. Can I apply to submit a Portfolio for assessment if I failed the Challenge Test of a specific module or vice-versa?

No, student who fail the Challenge Test of a specific module will not be allowed to submit a Portfolio for the same module and vice versa. Reattempt of the Challenge Test and resubmission of new evidence in the Portfolio for the same module through APEL.C is also not allowed.

23. What happens if I am not successful in my APEL.C assessment?

Student must complete the module(s) through the usual process by attending classes and attempting all assessments required by the module(s). Please take note that offering of modules may not be so frequent so students are advised to plan their studies wisely in order to graduate on time.

24. Where can I obtain detailed information regarding APEL.C at Taylor's?

You may refer to the APEL.C Student Guide which is available at [Taylor's APEL.C website](#).

25. Who should I contact if I have further question about APEL.C?

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