



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

Assessment Centre
for Accreditation of Prior
Experiential Learning
(APEEL)

Name of Candidate:

NO I/C :

Checklist of Evidence that could support learner's portfolio :

Applicants may use the checklist of evidence to prepare the portfolio. The higher the number of evidence provided, the better the chances of passing the portfolio.

No	Evidences according to activities	Checklist
	Portfolio Form	
1	Copy of Identification Card / IC	
2	Passport photo	
3	Intended Field / Programme of study	
4	Self-Assessment (Question 1 – 4) Respond to each question in at least (100-150 words)	
5	Self-Declaration : Signature	
	Formal (Certificated) Learning	
1	PMR / SRP / STPM / A-Levels / Executive Diploma / Skills Certificate	
2	SPM	
3	Results Transcript	
4	School Certificates	
	Experiential Learning : Informal Learning / Work Experience	
1	Job Appointment letter	
2	Job Description certified by HR	
3	Recommendation letter by Employer **	
4	Business Card **	
5	Business registration license (**if own business)	
6	Record of workplace activities	
7	Photographs of event	
8	Participation / Invitations / Letter to events	
9	Medal won / Award received / Certificate of participation	
	Language Skills	
1	Written emails, articles, reports, notes	
2	Presentation made, photographs of event	
3	Work samples	
	Experiential Learning : Non-formal Learning / Training Activities	
1	Certificate of attendance / participation	
2	HR certified training attendance	
3	Safety & Health Officer / Green Card **	

** Only tick if applicable