

RECOGNITION PRIOR LEARNING (RPL)



ISLAMIC BANKING & FINANCE INSTITUTE MALAYSIA

PART 1 - PERSONAL PARTICULARS

Full Name			
Nric / Passport No.			
Date Of Birth			Gender
Contact Details	Office	Mobile	Email
Current Employment/ Organization			
Current Position With Employer/ Organization			
Current Highest Level Of Academic Qualification			

- TICK THE APPROPRIATE BOX

No.	Purpose of RPL Application
1	Access into IBFIM programmes with lower qualification
2	Credit Transfer
3	Challenge Exam
4	Exemption from Class Enrollment

PART 2 - ACADEMIC AND PROFESSIONAL BACKGROUND

Note to completing Learner's academic and professional qualification:

- List related academic and/or professional certification or qualification acquired, from most recent or current to earliest academic certificate (i.e. Sijil Pelajaran Malaysia)
- A **certified true copy of Certification** listed below is required to be attached as part of the application submission.

No.	Title of Certification or Qualification	Awarding Body or Institution	Year Awarded or Completed

PART 3 - EMPLOYMENT BACKGROUND

Note to completing Learner's employment history:

- List from current to earliest employment.
- If Learner is not being employed at any time with any employer or organization, please indicate whether Learner is self-employed.
- Original confirmation Letter of Employment from the current employer is required to be attached as part of the application submission.

No.	Name of Organization	Organization website address	Period with Organization	Position with Organization	Specify Job Roles: 1. Operational 2. Managerial

PART 4 OTHER TRAINING AND COURSES ATTENDED

Note to completing Learner's other training and courses attended:

1. List any workshop, seminar, talks, conference or short-term courses attended.
2. A certified true copy of the attendance certificates for the training programmes/courses attended is required to be attached as part of the application submission.

No.	Title of Programme	Name of Organization Issuing Certificate	Year of Certificate Issued	Length of Programme (Specify Hour/ Date/ Week)

PART 5 SELF ASSESSMENT/REFLECTION

Describe how your past and current employment and learning experiences prepares you to undertake the intended IBFIM qualification. (Minimum 150 words)

Empty space for self-assessment/reflection text.

LIST OF SUBMITTED DOCUMENTS AS EVIDENCE OF LEARNING

Note to Learner for this section:

1. Learner is required to list all certificate(s) and document submitted for this application.
2. Please compile the certificate and document as listed below.

No.	Title of Certification

REFERENCE

Note to Learner:

1. Please provide contact details of referee who is contactable during office hour.
2. IBFIM reserves the right to contact the listed referees to obtain or to confirm on any information provided by Learner in the application.

Full Name		Full Name	
Position		Position	
Organization		Organization	
Contact No.	Office	Contact No.	Office
	Mobile		Mobile
Email Address		Email Address	
Relationship		Relationship	

TERMS AND CONDITIONS OF RPL APPLICATION

1. Documents that are not in English or Bahasa Melayu must be accompanied by a certified true copy of its full translation.
2. With the submission of this RPL Application, IBFIM is deemed to have been authorized by the Learner to make reference to and use the information provided as may be deemed necessary to facilitate the processing of the application.
3. IBFIM reserves the right to acquire further documentation and/or information from Learner with regards to any details as provided in the RPL application to facilitate the processing of the application.
4. IBFIM reserves the full right and authority to accept or reject the RPL application.

SELF DECLARATION

1. I hereby declare that all of the information/documents provided to support this RPL application are authentic, true and accurate.
2. I fully understand the Terms and Conditions of the application and agree that my application will be rejected if I have falsified any information in any way.
3. Attached is the evidence of payment made for the RPL application.

Signature : _____
 Name : _____
 Date : _____

FOR OFFICE USE ONLY - RESULT OF APPLICATION

Approve		Level	1 / 2 / 3
Reject		Program Code	
Endorsed by* (Head EAU)		Officer In-Charge	
Signature		Date Documents Received	
Date			

DETAILS OF APPLICATION FEE

APPLICATION FEES	*RESIDENT (MALAYSIAN & NON-MALAYSIAN)	NON-RESIDENT
LEVEL 1/2/3	RM100	USD50

Note:

* The RPL application fee is payable upon submission of the application and is non-refundable regardless the outcome of the application.

DETAILS OF RPL FEE

LEVEL/PROGRAMME	*RESIDENT (MALAYSIAN & NON-MALAYSIAN)	NON-RESIDENT
LEVEL 1 (per module)	RM380	USD140
LEVEL 2 (per module)	RM380	USD140
LEVEL 3 (per module)	RM380	USD140
CHALLENGE EXAMINATION FEE		
LEVEL 1 (per module)	RM300	USD110
LEVEL 2 (per module)	RM400 - RM500	USD150 - USD 180
LEVEL 3 (per module)	RM300 - RM500	USD150 - USD180

*The RPL fee is payable for each module for which advance standing is awarded and payment is to be made upon approval of the respective advance standing awarded.

DETAILS OF PAYMENT

Payment shall be made payable via cash deposit/ online banking/ bank draft/ bankers cheque to IBFIM's account as per the details below:

Acc. Name	IBFIM
Bank	Bank Islam Malaysia Berhad
Branch	Jalan Perak
Acc. No	14014010136301
Address	Ground Floor, Menara Bank Islam, No. 22 Jalan Perak 50450 Kuala Lumpur

Please email the scanned copy of the payment slip to zurainah@ibfim.com /aida@ibfim.com or fax to 03-2020 1726 (Attn: EAU) together with purpose of payment, your name, NRIC, address and contact number.