

Application form for exemptions based on

- Accreditation of Prior Learning (APL)

Please fill out this form electronically. You can adjust the provided space as you wish. Save the electronic version as part of your application.

Application forms (paper version) are to be submitted to Mr. Helmut De Backer (helmut.de.backer@ehb.be) by 15 October at the latest. Students who enrolled after 15 October have 7 calendar days to submit their application. Applications for second semester courses can be submitted up to and including week 22 of the academic year.

The APL dossier is judged on content, learning results, level and scope.

- Content or learning results: must correspond to a large extent
- Level: you can not use a credit from a bachelor course (level 6 from EQF) to ask exemption for a master course (level 7 from EQF)
- Scope: you can not use a credit of 4 ECTS to ask exemption for 3 subjects of 4 ECTS. You can use a credit only once to get an exemption.

Part A. Personal Details

LAST NAME AND FIRST NAME:.....
 Programme in which you want to enrol:.....

Part B. Authenticity declaration

The undersigned requests a aptitude inquiry in order to obtain recognition for Accreditation of Prior Learning with regards to the course components in Annex 1.

In order to verify this application, a file should be composed which should include the following documentary evidence:

- A filled-in and signed application form,
- Awarded diplomas (original or authenticated copy) or individual reports (original or authenticated copy) or credit certificates (original or authenticated copy)
- Description of the course components / ECTS charts,
- Table of contents of the courses (optional),
- Course chapters (optional),
- ...

We cannot process your application without this file.

I, the undersigned, declare that the above information and the information provided in the file is accurate and complete.

Date, name and signature

Annex 1 – Application form for exemptions based on - Accreditation of Prior Learning

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(Sub)course components for which (partial) APL are being requested.

Course components (CC) that are relevant for the APL application and for which study certificates, whether credit certificates or a diploma, were obtained at another higher education programme both at home and abroad.

CC within the EhB for which you are requesting APL	ECTS credits	equivalent CC from a previous programme on which the APL application is based	For ECTS credits

Legend:

APL, accreditation of prior learning, exemption
 CC, course component