

## Accreditation of Prior Experiential Learning (APEL) Policy

Geneva Business School (GBS) recognizes that substantial, high-level business competence can be acquired through significant professional experience. The Accreditation of Prior Experiential Learning (APEL) policy defines the institutional mechanism used to evaluate mature candidates who lack a traditional undergraduate degree but apply for a Master's or MBA program.

**Note on Program Applicability:** \* **Bachelor's Degree Programs:** GBS does not accept or apply APEL pathways for undergraduate admissions.

- **Master's / MBA Programs:** APEL is utilized strictly as an entry-qualification pathway. **No academic ECTS credits are awarded or exempted via this process.**

### 2. Core Principles of APEL Verification

The primary objective of the APEL process is to safeguard classroom quality and academic integrity. Evaluation is guided by three principles:

- **Academic Readiness:** Verification that the candidate possess the foundational business knowledge and intellectual capacity equivalent to a bachelor's degree graduate.
- **Classroom Contribution:** Assurance that the candidate can actively contribute to case studies, team projects, and high-level academic discussions without disrupting the learning dynamics or pace of the cohort.
- **Capability to Succeed:** Evidence that the applicant can meet the rigorous analytical and assessment standards required at the Master's level.

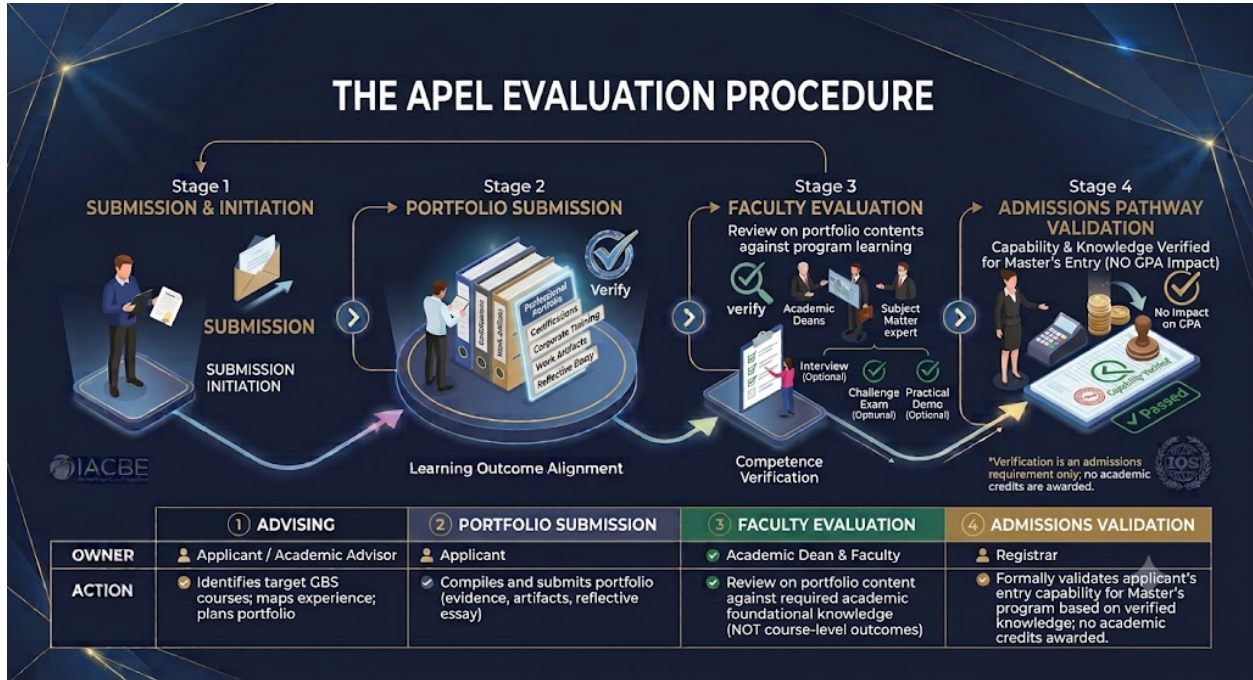
### 3. Evidence Required for Capability Assessment

Candidates must submit a comprehensive professional portfolio demonstrating managerial-level competency. This portfolio must include:

- **A Reflective Competency Essay:** Mapping their career milestones directly to the core learning pillars of a standard business bachelor's degree (e.g., strategic management, foundational finance, marketing principles).
- **Verifiable Work Artifacts:** Strategic plans, project management reports, financial analyses, or business proposals authored by the candidate.
- **Corporate Credentials:** Executive training certificates, professional licenses, or industry credentials.
- **Independent Validation:** Comprehensive letters of recommendation and professional references from employers verifying executive responsibilities, leadership scope, and decision-making authority.

#### 4. The APEL Verification Procedure

Stage	Process Owner	Action Required
<b>1. Submission &amp; Initiation</b>	Master's Applicant	Submits a formal application along with the comprehensive APEL Capability Portfolio to the Admissions Office.
<b>2. Portfolio Review</b>	Academic Dean	Conducts a rigorous audit of the evidence to determine if the candidate's professional background covers the requisite knowledge base of an undergraduate degree.
<b>3. Capability Assessment</b>	Subject Matter Experts	Conducts a mandatory academic interview and/or a case-study challenge exam to verify the applicant's real-time analytical skills and verbal contribution capacity.
<b>4. Final Determination</b>	Academic team (campus related) & Registrar	Reaches a consensus. If satisfied that the candidate will enrich rather than disrupt course dynamics, the Board grants an <b>Entry Waiver</b> for the Master's program (0 ECTS awarded).



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