



Frequently Asked Questions (FAQs) HRD Corp Microcredential Initiative

1. What is Microcredential?

Microcredential is a proof of learning outcomes acquired by a learner after a short learning experience, as measured by knowledge, skills, and attitude (KSA) domains.

2. What is HRD Corp Microcredential initiative?

HRD Corp Microcredential is an initiative developed to provide value to the existing HRD Corp registered training courses. This is done by ensuring all Microcredential courses offered through HRD Corp meet the required standards of HRD Corp Microcredential Framework in line with the requirements set by the accreditation bodies.

3. Why is HRD Corp implementing Microcredential initiative?

- To add value to the HRD Corp registered courses.
- To create a pathway for learners to achieve formal qualifications with stackable Microcredential courses; and
- To widen learning opportunities to make lifelong learning a reality for Malaysia's workforce and talents.

4. What are the value adds of HRD Corp Microcredential courses?

HRD Corp Microcredential courses are recognised assessment based short courses that are in line with the HRD Corp Microcredential framework. They enable learners to accumulate Microcredential certifications after completing these courses and utilise the credit transfer mechanisms to attain formal qualification in the future.

5. Is it compulsory for all training providers to offer HRD Corp Microcredential courses?

Starting 15 Aug 2022, it is compulsory for all HRD Corp Claimable Courses (HCC) to be Microcredentialed. However, there are selected courses that are exempted from the HRD Corp Microcredential acknowledged courses.



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6. What are the Microcredential exempted courses?

- I. Training courses that are less than four (4) contact hours
- II. Exception courses under HRD Corp Claimable Courses (HCC) as stipulated in Employer and Training Provider Circular No. 3/2021
- III. Team building, Coaching and Mentoring type of training
- IV. Seminars, Conference, Colloquium and Summit
- V. Co-curriculum and Fieldwork based training

Courses like industrial training, internship, industrial attachments, final year project, research projects, dissertation and thesis are NOT suitable for HRD Corp Microcredential Initiative.

7. What are the exception courses under HRD Corp Claimable Courses (HCC) as stipulated in Employer and Training Provider Circular No. 3/2021?

The exception list under HRD Corp Claimable Courses (HCC) as stipulated in Employer and Training Provider Circular No. 3/2021 dated 25 Jan 2021 is as follows:

- I. In-house training conducted by internal trainers.
- II. Product training by vendors
- III. Training conducted by government departments
- IV. Training conducted by non-governmental organisations (NGO)
- V. Overseas training/seminars/conferences; and
- VI. Long term development training involving academic qualifications.

8. Are the Microcredential exempted courses OPTIONAL for training providers?

Yes, it is optional. Training providers may convert their courses into Microcredential courses by meeting the following criterias:

- I. Minimum of four (4) contact hours with required independent learning time
- II. Competency-based training courses
- III. Competency-based assessment



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9. How is a course acknowledged as a HRD Corp Microcredential course?

Training providers are required to submit their course details through Microcredential Course Acknowledgement System (MiCAS) for course verification. An acknowledgement letter will be issued to recognise that the submitted course meets the requirement of HRD Corp Microcredential framework.

10. What is Microcredential Course Acknowledgement System (MiCAS)?

Microcredential Course Acknowledgement System (MiCAS) is a platform for training providers to submit the course details for HRD Corp Microcredential course acknowledgement. The course details will be verified before an acknowledgement letter can be issued to training providers to register their Microcredential courses in the e-TRiS.

Kindly refer to MiCAS at <https://microcredential.hrdcorp.gov.my/>

11. What is the next step after receiving the HRD Corp Microcredential (MC) acknowledgement letter from MiCAS?

Upon receiving the acknowledgement letter, training providers are required to register the acknowledged MC courses in the eTRiS as HRD Corp Claimable Courses (HCC).

Starting 1st Aug 2022, HRD Corp will reject training course registration without the attachment of Microcredential acknowledgement letter. The exception is only for courses which have been exempted and given exception as mentioned in questions **No. 6 and No. 7.**



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12. How long does it take for HRD Corp to issue a Microcredential acknowledgement letter?

The Microcredential course verification process by HRD Corp will take three (3) working days from the date of course submission. For the queried submissions, training providers will be notified via email, and they are required to revert with amendments to HRD Corp within fourteen (14) days. Failing which, the queried submission will be rejected.

13. Can training providers continue to register Microcredential courses after 1st Aug 2022?

Yes, training providers may continue to register Microcredential courses after 1st Aug 2022.

14. Is there a fee charged for HRD Corp Microcredential Course acknowledgment or registration?

No, the acknowledgement of Microcredential course via MiCAS and registration of Microcredential course in e-TRiS is free of charge.

15. Is there a fee charged for HRD Corp MC Courses?

Yes. Beginning 15 Aug 2022, all Microcredential based training grant application will be subjected to a Microcredential fee of RM 300.00/pax, charged to the HRD Corp registered employers.

16. What is the difference between Microcredential under Focus Area and Employer Specific?

Microcredential Employer Specific Courses	Microcredential Focus Area Courses
The general HRD Corp acknowledged MC courses.	Microcredential courses that support the understanding, adoption and development of Microcredential to enhance the current courses.



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<p>Example of courses:</p> <ul style="list-style-type: none"> • Agile Leadership and Management • Project Management • Excel Skills for Business 	<p>Example of courses:</p> <ul style="list-style-type: none"> • Advanced Microcredential Development Techniques • Reimagining Skills Evaluations through Microcredentials • Microcredential Digital Training and Learning Toolkit
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This definition of Microcredential under focus Area supersedes the definition stated under Employers' Circular No. 8/2021.

17. Will training providers be notified upon approval of the HRD Corp Microcredential course?

Upon completion of the verification process by HRD Corp, Training Providers will receive an email notification from MiCAS, if the courses are approved as Microcredential courses. Training Providers may then download the Microcredential course acknowledgement letter from MiCAS.

18. Can employer submit Grant application for Microcredential Courses upon Acknowledgement Letter issued through MiCAS?

No, they cannot. Employers will not be able to submit any grant application upon the issuance of the acknowledgement letter to training providers. However, the training providers are required to register the acknowledged Microcredential courses in the eTRIS. Subsequently, employers may then proceed with the grant application in the eTRIS to select the Microcredential courses they would like to enrol into.

19. What are the minimum training hours for a Microcredential course?

The minimum training hours for a Microcredential course is four (4) hours with required independent learning time to obtain the stipulated credit value.



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20. What is Independent Learning Time (ILT)?

The learning time consumed by the learner independently (non-guided) to achieve the specified course learning outcomes (CLO), including the assessment preparation time.

For more information, kindly refer to the contact hour guideline in MiCAS.

21. Is the digital certificate awarded by HRD Corp recognised by the Higher Education Providers and Accreditation Centres in Malaysia?

Yes, it is recognised by accreditation bodies like the Malaysian Qualifications Agency (MQA) and the Department of Skills Development (DSD). This will potentially enable learners to obtain credit transfers and pursue formal qualifications that are offered by Higher Education Providers (HEPs) and Accredited Centres (ACs) in Malaysia. However, the final decision on the credit transfer is subject to the senate/authority bodies of respective institutions.

22. What are the contact details for HRD Corp Microcredential initiative?

Kindly contact our Support Centre via the following link for further information
<https://supportcentre.hrdcorp.gov.my/portal/en/home>

Walk-in inquiries to HRD Corp Head Quarters:

Day	Operational Hours	Break
Monday – Thursday	8.30 AM – 5.30 PM	1.00 PM – 2.00 PM
Friday		12.15 PM – 2.45 PM
Saturday & Sunday	Closed	