

## **Guidance on the VNFIL Application Process:**

Follow the steps below to apply for the Validation of Non-Formal and Informal Learning (VNFIL) policy, as overseen by the Malta Further and Higher Education Authority (MFHEA):

### **Step 1: Review the VNFIL Guidelines**

- Download and thoroughly review the [VNFIL Guidelines 2024](#). These guidelines provide crucial information on the process and requirements for the VNFIL application.

### **Step 2: Prepare the VNFIL Policy**

- Draft your VNFIL policy in accordance with the guidelines provided and ensure it aligns with your Internal Quality Assurance (IQA) policy.

### **Step 3: Submit the Application**

- Complete the application form and submit it together with your drafted VNFIL policy to [validation@mfhea.mt](mailto:validation@mfhea.mt).
- For information on VNFIL Centre fees, refer to the [Validation of Non-Formal and Informal Learning \(VNFIL\) Centres Fees](#).

### **Step 4: Await Approval and Implementation**

- You may only begin implementing the VNFIL process after receiving **approval** from the MFHEA.
- Ensure that your final VNFIL policy is included in your **Internal Quality Assurance (IQA) document** and **published on your website**.

For more information and to access the necessary documents, visit the [MFHEA VNFIL page](#).

If you have any questions or need further assistance, do not hesitate to contact us at [validation@mfhea.mt](mailto:validation@mfhea.mt). We're here to help!