BRIEFING ON ENGLISH LANGUAGE PROFICIENCY COURSES FOR NEW INTAKE

SEMESTER 1, SESSION 2024/2025

October 2024

PUTRA ELEx Package
(*ENGLISH LANGUAGE EXPERIENCE*)

Centre for the Advancement of Language Competence
(CALC)

CENTRE FOR THE ADVANCEMENT
OF LANGUAGE COMPETENCE (CALC)

Overview

- Putra ELEx Package
- ELEx Structure and Components
  - LPE courses
  - CEL courses
  - LAX
- ELEx Requirements for Graduation
- Frequently-asked Questions (FAQs)
- ELIT 100 Programme

What is Putra ELEx Package?

The Putra ELEx Package consists of courses and activities specifically designed to enhance students' English language proficiency.

To graduate, students must successfully complete ALL courses included in the package in the prescribed sequence.

What does ELEx stand for?

It stands for English Language Experience.

It is an English language curriculum designed to provide the best learning experience for undergraduates at UPM.

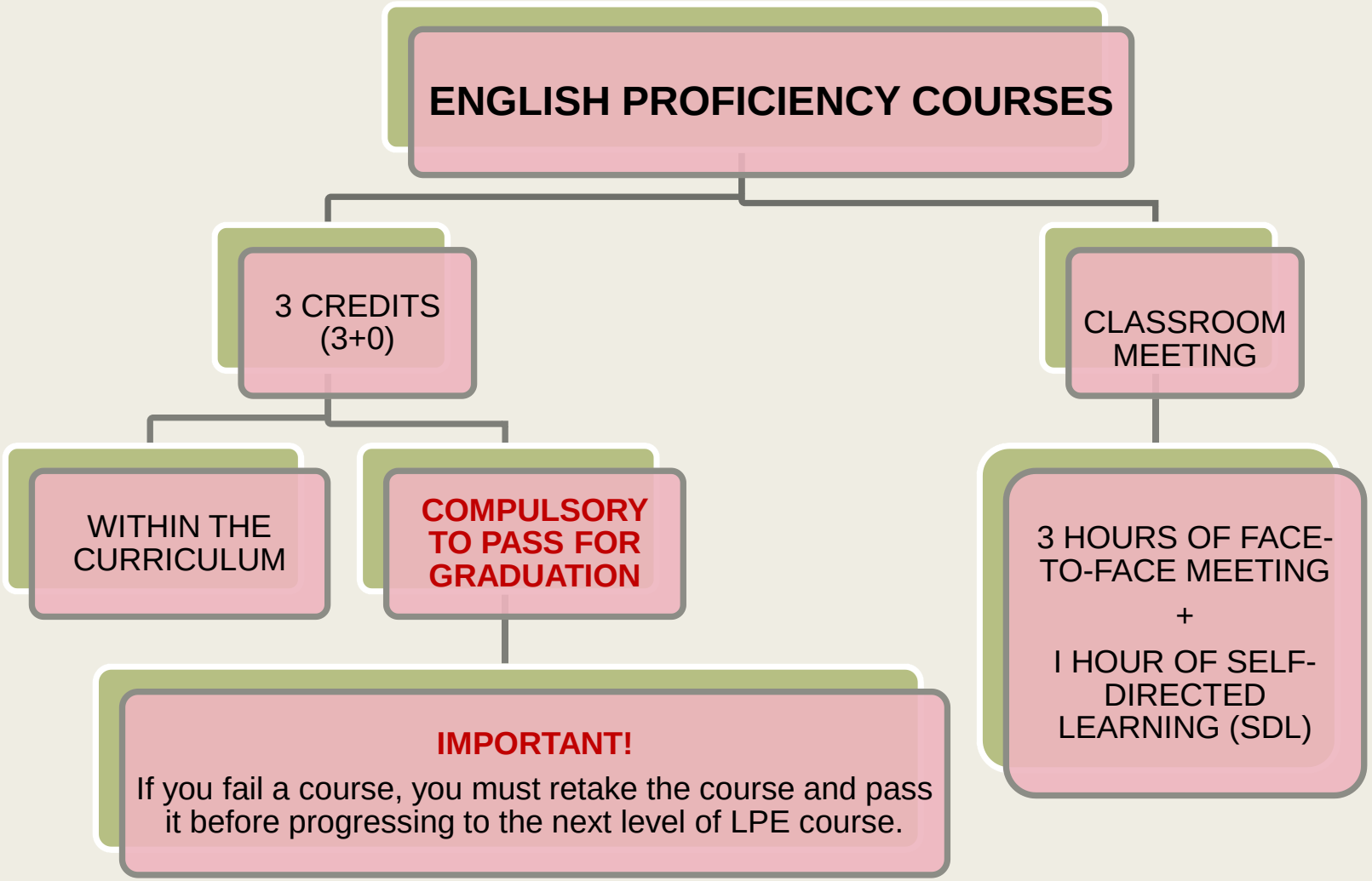
Why is it an experience?

As UPM students, you will begin your English language learning journey in your first semester and continue it until your final semester at UPM.

COMPONENTS OF ELEx PACKAGE

1. LPE COURSES
2. CEL COURSES
3. LAX ACTIVITIES

COMPONENT 1: LPE COURSES



COMPONENT 2: CEL COURSES (Certificate in English Language)

- Compulsory courses outside the curriculum
- Certificates are awarded according to students' level of achievement (ie: Level 4, 3, 2 & 1).
- Students must attain LEVEL 2 or higher
- **IMPORTANT!** Students who achieve LEVEL 1, must either retake the course or take another CEL course.
- 2 hours of face-to-face (FTF) meeting + 2 hours of self-directed learning (SDL)

COMPONENT 3: LAX ACTIVITIES

English language co-curricular-type activities where students meet with their group members weekly to discuss on a specified task. There are variety of activities worth 6 points or 12 points.

Language learning takes place in flexible, fun and non-stressful situations

Every week, students meet their group members at any convenient time to conduct LAX activities online without the presence of teachers.

2 categories of LAX:

6-point LAX

12-point LAX

LAX activities are based on a LAX point system.

1 LAX point = 2 hours of a virtual meeting per week

Students must accumulate required *LAX points* for graduation.

COMPONENT 3: LAX ACTIVITIES

IMPORTANT!

For further details regarding LAX Activities, please visit:

https://calc.upm.edu.my/bahasa_inggeris/aktiviti_bahasa_inggeris-10671

- **You will also receive notifications about your LAX groups through Putrablast.**
- **If you need any further assistance, please feel free to email the LAX committee at laxteam.upm@gmail.com**

SKEMA PAKEJ ELEx UNTUK PROGRAM 4 TAHUN

(Berkuatkuasa ambilan Oktober 2022 dan seterusnya)

PAKEJ ELEx 1A		**PAKEJ ELEx 2A**		**PAKEJ ELEx 3A**	
Pelajar **WAJIB** melengkapkan pakej ini berdasarkan keperluan bergraduat dan **mengikut turutan kursus dan semester** yang ditetapkan seperti dibawah sekiranya memperolehi keputusan: **MUET: 2.0 - 2.5** **IELTS: 3.0 - 3.5** **CIEP: 101 - 103** **PTE: 30 - 42** **CE: 120 - 139**		Pelajar **WAJIB** melengkapkan pakej ini berdasarkan keperluan bergraduat dan **mengikut turutan kursus dan semester** yang ditetapkan seperti dibawah sekiranya memperolehi keputusan: **MUET: 3.0 - 4.5** **TOEFL iBT: 42 - 94** **IELTS: 4.0 - 6.5** **CIEP: 104 - 109** **PTE: 43 - 75** **CE: 140 - 179**		Pelajar **WAJIB** melengkapkan pakej ini berdasarkan keperluan bergraduat dan **mengikut turutan kursus dan semester** yang ditetapkan seperti dibawah sekiranya memperolehi keputusan: **MUET: 5.0 - 5+** **TOEFL iBT: 95 - 120** **IELTS: 7.0 - 9.0** **PTE: 76 - 90** **CE: 180 - 230**	
SEM	**KURSUS**	**SEM**	**KURSUS**	**SEM**	**KURSUS**
SEM 1	**LAX 12 mata**	**SEM 1**	**LAX 6 mata**	**SEM 1**	**LAX 6 mata**
SEM 2	**CEL2102** / **LAX 6 mata**	**SEM 2**	**LPE2403** (Kursus Prasyarat bagi LPE2503)	**SEM 2**	**Pilih SATU: CEL2103 / CEL2104**
SEM 3	**LPE2302** (Kursus Prasyarat bagi LPE2403)	**SEM 3**	**LPE2503**	**SEM 3**	**Pilih SATU: LPE2303 / LPE2504 / Bahasa Global**
SEM 4	**LPE2403** (Kursus Prasyarat bagi LPE2503)	**SEM 4**	**LAX 6 mata**	**SEM 4**	**LAX 6 mata**
SEM 5	**LPE2503**	**SEM 5**	**Pilih SATU: CEL2105 / CEL2106 / CEL2107**	**SEM 5**	**Pilih SATU: LPE2303 / LPE2504 / Bahasa Global**
SEM 6	**Pilih SATU: CEL2105 / CEL2106 / CEL2107**	**SEM 6**	**Pilih SATU: CEL2105 / CEL2106 / CEL2107**	**SEM 6**	**LAX 6 mata**
SEM 7**	**Pilih SATU: CEL2105 / CEL2106 / CEL2107**	**SEM 7****	**LAX 6 mata**	**SEM 7****	**LAX 6 mata**
SEM 8**	**LAX 6 mata**	**SEM 8****	**LAX 6 mata**	**SEM 8**	**-**

Nota:

* Bagi pelajar yang memperoleh MUET Band 5.0 – 5+ (Pakej ELEx 3A & 3B) dan program pengajian pelajar mewajibkan mengambil kursus Bahasa Global, sila rujuk perkara berikut:

1. Program Pengajian pelajar mewajibkan mengambil Bahasa Global (Tahap I & II) – pelajar boleh mengambil Bahasa Global yang lain Tahap I di dalam Pakej ELEx.
2. Program Pengajian pelajar mewajibkan mengambil Bahasa Global (Tahap I SAHAJA) – pelajar boleh mengambil Bahasa Global yang sama Tahap II **atau** Bahasa Global yang lain Tahap I di dalam Pakej ELEx.

** Sekiranya pelajar perlu menjalani Latihan Industri pada semester tertentu, mereka tidak perlu mendaftar kursus atau aktiviti LAX pada semester tersebut tetapi mereka perlu mendaftar dan mengikuti kursus atau aktiviti LAX berkenaan pada semester sebelum atau berikutnya (tertakluk kepada pra-syarat kursus)

SKEMA PAKEJ ELEx PROGRAM 4 TAHUN

SKEMA PAKEJ ELEx UNTUK PROGRAM 3 TAHUN
(Berkuatkuasa ambilan Oktober 2022 dan seterusnya)

PAKEJ ELEx 1B			**PAKEJ ELEx 2B**		**PAKEJ ELEx 3B**		
Pelajar **WAJIB** melengkapkan pakej ini berdasarkan keperluan bergraduat dan **mengikut turutan kursus dan semester** yang ditetapkan seperti dibawah sekiranya memperolehi keputusan: **MUET: 2.0 – 2.5** **IELTS: 3.0 – 3.5** **CIEP: 101 – 103** **PTE: 30 – 42** **CE: 120 - 139**			Pelajar **WAJIB** melengkapkan pakej ini berdasarkan keperluan bergraduat dan **mengikut turutan kursus dan semester** yang ditetapkan seperti dibawah sekiranya memperolehi keputusan: **MUET: 3.0 – 4.5** **TOEFL iBT: 42 - 94** **IELTS: 4.0 – 6.5** **CIEP: 104 - 109** **PTE: 43 - 75** **CE: 140 - 179**		Pelajar **WAJIB** melengkapkan pakej ini berdasarkan keperluan bergraduat dan **mengikut turutan kursus dan semester** yang ditetapkan seperti dibawah sekiranya memperolehi keputusan: **MUET: 5.0 – 5+** **TOEFL iBT: 95 - 120** **IELTS: 7.0-9.0** **PTE: 76 - 90** **CE: 180 - 230**	
SEM	**KURSUS**		**SEM**	**KURSUS**	**SEM**	**KURSUS**	
SEM 1	**LAX 12 mata**		**SEM 1**	**LAX 12 mata**	**SEM 1**	**LAX 6 mata**	
SEM 2	**CEL2102**	**LAX 6 mata**	**SEM 2**	**LPE2403** (Kursus Prasyarat bagi LPE2503)	**SEM 2**	**Pilih SATU:** **CEL2103/** **CEL2104**	**LAX** **6 mata**
SEM 3	**LPE2302** (Kursus Prasyarat bagi LPE2403)		**SEM 3**	**LPE2503**	**SEM 3**	**Pilih SATU:** **LPE2303 / LPE2504 /** **Bahasa Global***	
SEM 4	**LPE2403** (Kursus Prasyarat bagi LPE2503)		**SEM 4**	**LAX 12 mata**	**SEM 4**	**LAX 6 mata**	
SEM 5	**LPE2503**		**SEM 5**	**Pilih SATU:** **CEL2105 / CEL2106 /** **CEL2107**	**SEM 5**	**Pilih SATU:** **LPE2303 / LPE2504 /** **Bahasa Global***	
SEM 6**	**Pilih SATU:** **CEL2105/** **CEL2106/** **CEL2107**	**LAX 6 mata**	**SEM 6****	**Pilih SATU:** **CEL2105 / CEL2106 /** **CEL2107**	**SEM 6****	**LAX 6 mata**	

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For students registered in the following programmes: BA(English), BA (English Literature) & B.Ed (TESL) Programmes

You are required to take:

1. CEL2103 Writing Academic Texts
2. LAX 12 points

ELEx SCHEME

The completion of the ELEx package is a **PREREQUISITE** for graduation.

Students **MUST** adhere to the designated study scheme.

In the event of any changes to the study scheme, such as repeating a course or undergoing an Industrial Training, students **MUST** promptly notify your faculty's Academic Section. A letter addressed to the Head of English Language Division at CALC will be sent to request permission to modify the study scheme.

FREQUENTLY-ASKED QUESTIONS (1)

NO.	QUESTION	ANSWER
1.	Can I request course exemptions in the ELEx package if I have previously completed English courses during my Diploma programme?	NO. Course exemptions are not permitted under any circumstances.
2.	What should I do if I fail a course?	If you fail a course, you must retake it immediately in the following semester. Please do not delay in registering for the course. Additionally, you will need to adjust your study scheme. To do so, seek permission from the Head of the English Language Proficiency Division at CALC through your faculty's Academic Section.

FREQUENTLY-ASKED QUESTIONS (2)

NO.	QUESTION	ANSWER
3.	Can I register for more than one course or LAX activity in a semester, so that I can complete my English course requirements earlier?	No, you cannot. Course registrations have already been determined in the SMP based on your study scheme. Additional registrations are not allowed.
4.	If I have to undergo industrial training for a whole semester, what steps should I take?	First, determine the semester your industrial training is scheduled. Refer to the study scheme to identify which courses designated for the industrial training semester. Then proceed to register for these courses in the semester immediately before or after your industrial training. This means that during that particular semester, you will be taking additional courses or LAX activities.

FREQUENTLY-ASKED QUESTIONS (3)

NO.	QUESTION	ANSWER
5.	Where should I seek assistance if I have issues with course registration?	For assistance with course registration issues, please email your concerns to calc_official@upm.edu.my. for guidance and advice.

ENGLISH LANGUAGE INDIVIDUALISED TUTORIAL (ELIT) 100

This tutoring session is conducted by CALC English teachers which takes place outside of regular class hours and is completely **free** of charge.

It aims to assist students who have difficulties in learning English or who wish to enhance their English language proficiency (eg: speaking, writing, grammar).

ELIT 100 is available to:

- all undergraduate students
- students who have achieved a MUET Band score between 2.0 – 4.5

Students determine the areas for improvement, and they can receive one-on-one or small group tutoring. The tutoring sessions can be conducted either in person or virtually.

The tutoring session can be a one-off or involve multiple meetings

For further details, please email the coordinator of ELIT100 at nooraishah.zq@upm.edu.my

ELIT100 2024
REGISTRATION FORM

THANK YOU FOR YOUR ATTENTION

We trust that you will have a fruitful and pleasant English Language Experience with us.

WISHING YOU ALL THE BEST!