

# Higher Education Application for Exemption

Student Number

Title  Mr  Mrs  Ms  Miss  Dr  
 Other \_\_\_\_\_

Surname

Given Names

Preferred Name (optional)

Gender  Male  Female

Date of Birth

Are you an International Student?  Yes  No

Email

Course Code  Campus/Centre  Course Mode  Internal  External  Mixed

Course Name

**Postal Address** (must be completed by all students)

Number & Street or PO Box

Suburb / Town

State  Postcode

Country (if outside Australia)

Home Phone

Work Phone

Mobile Phone

**Advanced Standing Unit Credits** (Course Exemptions) Must be discussed with Theme Leader/ALU

Examination passed or experience gained on which credit is based					CDU Units for which Credit is sought			
Unit title	Institution	Year	Result	Course Level*	Unit Code	Unit Name	Grade CT/PA/PR	Approved Yes/No*

\* see overleaf, if not approved, Theme Leader/ALU to provide a reason

**Advanced Standing Unit Level** (Unspecified Credit - Applies to Higher Education Only)

Basis for Unspecified Credit	Institution	Year	Unit Level	Credit Points	Approved Yes/No

...continued overleaf

I hereby declare that the information entered on this form is true and correct.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Theme Leader/ALU Use**

Unit Code/Level	Reason for not Approving

**Applying for Exemptions**

Within a single course attempt, a student may be granted a combination of unit credit and unit level exemption up to limits specified in course rules.

**Exemption at Unit Level**

Unit Level - where course rules permit, unit level exemption is granted for a number of credit points on the basis of prior completion of studies judged to be equally acceptable within the structure of the course. This form of exemption is frequently termed an unspecified exemption.

**Professional Assessment (PA)**

Students who, on the basis of their professional background are seeking to be assessed as meeting the requirements of the unit, are required to enrol in the unit for which they are seeking the assessment. Student charges apply as per any other unit enrolment. Students are issued with grades of PA.

Unit Level

- 0 Unit of study from a standard less than level one
- 1 Unit of study from a first year undergraduate program
- 2 Unit of study from a second year undergraduate program
- 3 Unit of study from a third year undergraduate program
- 4 Fourth year unit from an undergraduate program, honours or masters prelim
- 5 Unit of study from a fifth year undergraduate program
- 6 Unit of study from a graduate certificate of graduate diploma
- 7 Unit of study from a masters by coursework program
- 8 Unit of study from a masters by research program
- 9 Unit of study from a doctorate program

Course Level – level of course at which unit/s were studied

Higher Education

- 01 Higher Doctorate
- 02 Doctorate by Research
- 03 Master’s by Research
- 04 Master’s by Coursework
- 05 Postgraduate Qualifying or Preliminary
- 06 Graduate Diploma/Postgraduate Diploma – New Study
- 07 Graduate Diploma/Postgraduate Diploma – Previous Study
- 08 Bachelor’s Graduate entry
- 09 Bachelor’s Honours
- 10 Bachelor’s Pass
- 11 Graduate Certificate
- 12 Doctorate by Coursework
- 13 Associate Degree
- 20 Advanced Diploma (AQF terminology)/Diploma(Pre-AQF terminology)
- 21 Diploma (AQF terminology)/Associate Diploma(Pre-AQF terminology)
- 30 Enabling Course
- 50 Non-Award Course (HE)
- 60 Open Learning Studies

VET

- 411 Advanced Diploma
- 421 Diploma
- 511 Certificate IV
- 912 Other Non-award courses

**OFFICE USE ONLY**

Date Received:	Date Processed:	<b>Theme Leader Approval</b> Name _____ Signature _____ Date _____ / _____ / _____	Comments _____ _____
TRIM Number:	Processed By:		