


Application for exemption from modules based on prior certified or experiential learning		
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Application for exemption from modules based on prior certified or experiential learning

Revision History

Revision	Date	Revision Description DCRT#	Originator
01	04 September 03	Conversion of FM129	Lisa Whelan
02	17 September 2004	Revisions based on Admissions sc meeting 2 September 2004	Diarmuid O'Callaghan
03	16 May 2006	Revisions based on Admissions sc meeting 16 May 2006	AA&SAM
04	16 October 2006	Revisions based on Admissions sc meeting 16 October 2006 – signature of course coordinator; reference to 3AD06 and 3AD07	AA&SAM
05	14 February 2007	Revision based on Admissions sc meeting 16 October 2006 – table added to capture if exemptions were previously received.	AAO
06	23 February 2007	Revision based on Admissions SC meeting on 19 February 2007 – inclusion of Appendix 1	AA&SAM
07	20 December 2007	Minor layout revisions to aid clarity of application	AA&SAM
08	12 March 2015	Insertion of Academic Name in Block Capitals page 3	QA Officer
09	22 January 2020	Title Change of College	Registrar

Student Name:.....

- *Currently registered students of TU Blanchardstown who wish to apply for an exemption from one or more modules should use this form.*
- *This form should be returned to the Registrar, TU Blanchardstown, Blanchardstown Road North, Dublin 15, before the first Monday of week 3 of the semester in which exemptions are being requested.*
- *Relevant certificates should be attached; these will be returned at a later date.*
- *While waiting to hear the results of this application, students should continue to attend classes*
- *Please note that decisions will be made on the basis of the material provided. Incomplete applications are unlikely to result in granting of exemptions.*
- *Students are advised to read documents "3AD06 Exemptions from modules based on prior certified or experiential learning", and "3AD07 Policy document on prior experiential learning", prior to submitting an application for exemptions.*
- *Appendix 1 can be used for guidance on the information required to support an application for exemptions.*

Student Name	
Student Address	
Student ID Number	
Course for which exemptions are sought	
Course code	BN
Current year of course	
Year of course in which exemptions are sought	

Modules for which exemptions are sought:

Module code	Module name

Please state reason(s) for making the application *{In the case of application on the basis of prior certified learning, a copy of certificates relating to learning outcomes of modules must be attached; in the case of prior experiential learning, evidence of meeting the learning outcomes of a module must be provided in the form of a portfolio, including a logbook, review of experiences and workplace supervisor reports}.*

(add extra pages if necessary)

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Student Name:.....

Modules for which exemptions were sought at TU Dublin Blanchardstown previous to this application

Module code	Module name	Approved Yes / No	Semester / Year

Signed by student: _____ Date: _____

Name of Academic (in BLOCK CAPITALS): _____

Signed by academic: _____ Date: _____

(this form must be signed by the course co-ordinator of the course on which exemptions are being sought)

APPENDIX 1:

Suggested template to aid demonstration of meeting learning outcomes through prior certified or experiential learning

Notes:

- *Part 1 should be repeated for each module for which exemptions are being sought.*
- *Each section of Part 2 should be repeated, as appropriate, to cover all the learning outcomes in the module syllabus*

PART 1:

Details of exemptions sought	
Course Title	
Course Code	
Year of Course	
Module Title	
Module Code	

PART 2:

Learning outcome – as per module syllabus

Certified Learning (list all relevant training undertaken; attach all certificates received)

Course title	
Date completed	
Duration	
Content	

Experiential Learning

<p>Give detailed account of relevant work experience, e.g., the duration of such experience, the position held when such experience was gained, how it has assisted you in meeting the listed learning outcome</p>	
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