



Credit for Prior Learning Application - Offshore

Step 1: Student Details:

Student Number	First Name	Last Name
Course Code	Course Name	

Step 2: On what basis are you requesting credit?

<i>I have previously completed a formal program of study at an accredited education provider (e.g. certificate, diploma or degree)</i>	<input type="checkbox"/> → Go to Step 3
<i>I have acquired knowledge and skills through non-accredited or informal study, such as through work, community service, volunteering, hobbies and/or life experiences.</i>	<input type="checkbox"/> → Go to Step 8

Step 3: What are the details of the institution that you previously studied at?

Institution previously attended	
Title of Degree or Award e.g. Diploma/Bachelor/Master	Complete / Incomplete (please circle)
Completion Date or Last Year Enrolled	

Step 4: Are you requesting specified credit?

<i>I would like to be exempt from (given credit for) one or more specific subjects, as I can demonstrate that the learning I have previously undertaken is directly equivalent to a UOW subject or UOW subjects.</i>	Yes <input type="checkbox"/> → Go to Step 5 No <input type="checkbox"/> → Go to Step 6
--	---

Step 5: Details of Specific Subjects Credit is Requested For:

UOW Subject for which credit is requested			Corresponding Subject Completed Elsewhere	
Subject Code	Subject Name	Credit Points	Subject Code/Name	Year Completed

Step 6: Are you requesting any Unspecified Credit?

<i>I would like to be given credit that I can use instead of completing elective subjects, as I can't demonstrate direct equivalence with specific UOW subjects. I understand that this credit will appear on my testamur as "Unspecified Credit" and does not exempt me from any compulsory subjects.</i>	Yes <input type="checkbox"/> → Go to Step 7 No <input type="checkbox"/> → Go to Step 9
--	---

Step 7: Details of the Amount of Credit Requested towards Elective Subjects:

Subject Level	Corresponding Subject Completed Elsewhere	Total Credit Points Requested
100 LEVEL		
200 LEVEL		
300 LEVEL		
800 LEVEL		
900 LEVEL		



Credit for Prior Learning Application - Offshore

Step 8: Non-Formal / Informal Learning

Complete and attach a Learning Statement available at www.uow.edu.au/student/forms/UOW008135. Before completing the Learning Statement you must seek academic advice.

- I have sought academic advice
- I have completed and attached a Learning Statement

Step 9: Student Declaration:

- I have attached full documentation of my previous studies, with photocopies of the relevant pages from the Handbook/ Calendar of the institution concerned and a certified transcript of results.
- I acknowledge that the information in this form is true and accurate to the best of my knowledge.

Student Signature		Date	
--------------------------	--	-------------	--

Step 10: Submission

Please submit this form to the Administration Unit of your Offshore Partner Institute.

OFFICE USE ONLY: Faculty Approval

Specified Credit Assessment

Types of Exemptions:

- A: The subject is regarded as having been satisfactorily completed for all purposes
 B: As A, EXCEPT for the accrual of credit points
 C: As A, EXCEPT for the satisfying of a pre-requisite
 D: As A, EXCEPT for the purposes of either the satisfying of pre-requisite requirement or the accrual of credit points

UOW Subject Code	Exemption Granted	Faculty Academic Assessor		Date
		Name	Signature	
	A, B, C or D			
	A, B, C or D			
	A, B, C or D			
	A, B, C or D			
	A, B, C or D			
	A, B, C or D			
	A, B, C or D			
	A, B, C or D			
	A, B, C or D			

Unspecified Credit Assessment

Credit Level	Total Credit Points Granted	Faculty Academic Assessor		Date
		Name	Signature	

Faculty Approval*

Approver's Name		Approver's Position*	
Signature		Date	

* Faculty approver must be as per the Authority of Delegations Policy