



## APPLICATION FOR EXEMPTION / RECOGNITION OF SUBJECTS

### CLOSING DATES FOR APPLICATIONS

Students registering for 1 <sup>st</sup> Semester & Year Qualifications or graduating at the Autumn Graduation: <b>25 January</b>	Students registering for 2 <sup>nd</sup> Semester Qualifications or graduating at the Summer Graduation: <b>31 August</b>
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<b>EXEMPTION</b>	<b>RECOGNITION</b>
Subjects passed at other Professional Institutions and Universities (except an University of Technology /Technikon)	Subjects passed at an equivalent University of Technology/Technikon.
Exemption fee per subject <b>R105.00</b>	Recognition fee per subject (External) <b>R105.00</b> Recognition fee per subject (Internal) <b>R65.00</b>

<b>Student's Surname</b>		
<b>Student's Names</b>		
<b>Student Number</b>		
<b>Address</b>		
<b>Identity Number</b>		
<b>Contact Details</b>	<b>e-Mail</b>	
<b>Cell</b>	<b>Tel. (h)</b>	<b>Tel. (w)</b>
<b>Faculty</b>		
<b>Qualification at CPUT you are registered for:</b>		
<b>CPUT Qualification code</b>		
<b>Institution previously attended (i.e UNISA, WSU)</b>		
<b>Qualification previously registered for (i.e Bachelor of Commerce)</b>		

Signature of applicant: \_\_\_\_\_

Date: \_\_\_\_\_

### FOR OFFICE USE

..... <b>RECEIPT NO</b>	..... <b>AMOUNT PAID</b>	..... <b>DATE</b>	..... <b>CASHIER'S SIGNATURE</b>
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*The applicant must attach proof of payment (CPUT receipt/copy of deposit slip) to the application form.*

<b>BANK:</b>	<b>ABSA</b>	<b>BRANCH:</b>	<b>General Account</b>
<b>BRANCH CODE:</b>	<b>632005</b>	<b>ACCOUNT NO:</b>	<b>012 0266 0521</b>

**REF: 0100 / 51816 FOLLOWED BY SURNAME & INITIALS**

Subject(s) to be exempted/recognized	For Office Use				Equivalent subject(s) passed	Result %	Year passed	SAQA credits	NQF Level	Lecturer's remarks			
	Internal subject code	Block code	SAQA credits	NQF Level						Recommended or Rejected			
										Yes	No	Signature	Reason (if rejected)
<b>Total number of credits</b>													

**DOCUMENTS TO BE ATTACHED (WITHOUT THESE DOCUMENTS THIS FORM WILL NOT BE PROCESSED):**

- a. Official original statement (or certified copy) of results from institution in respect of equivalent subject(s) for which exemption / recognition is sought (**regret no faxed copies**), together with percentage, SAQA credits and NQF level of subjects
- b. Syllabus of the equivalent subject(s).
- c. Proof of payment

**NB:** In all instances the total number of credits awarded should not exceed 50% of the number of subjects in the qualification. All credits accumulated in respect of incomplete qualifications shall only be valid for a maximum of 10 years. If you studied at either Peninsula or Cape Technikon or CPUT more than 10 years ago, the validity of your subjects have lapsed. You may apply to the University to use the RPL process to complete your qualification. Students applying for exemption / recognition of subjects have to register for the subject/s s/he is applying for in the year that recognition/exemption is applied for.

\_\_\_\_\_  
HoD's Signature:

\_\_\_\_\_  
Name in print

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Dean's Signature:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Data Capturer:

\_\_\_\_\_  
Name in print

\_\_\_\_\_  
Date: