Faculty of Engineering, Computer and Mathematical Sciences

Application for exemption from attendance at design, practical or tutorial work for engineering courses only

Please note: this is not a form for enrolment or transfer credit (status). It should be completed and lodged with the teaching school (e.g. Materials I should be lodged with the School of Chemical Engineering, Dynamics should be lodged with the School of Mechanical Engineering). The Subject Area code informs you of the teaching school, e.g. MECH ENG is the School of Mechanical Engineering. If you are unsure of the teaching school, please check with the Faculty office. This form is only to be used for exemption from particular components of a course in which you are enrolled, as set out below.

Only use this form for engineering courses (e.g. CHEM ENG, C&ENV ENG, ELEC ENG, MECH ENG, PETRO ENG). For other courses, contact the appropriate teaching area.

STUDENT NUMBER: ________________________________________________________________________
LAST NAME: ______________________________________________________________________________
FIRST NAMES _____________________________________________________________________________
PROGRAM: _______________________________________________________________________________

I am seeking exemption during ______________________________ from attendance at:

- Design
- Practical Work
- Tutorial

Note: use a separate form for each course

<table>
<thead>
<tr>
<th>Subject Area</th>
<th>Catalogue Number</th>
<th>Name of Course</th>
</tr>
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<tbody>
<tr>
<td>eg: MECH ENG</td>
<td>1000</td>
<td>Dynamics</td>
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</tbody>
</table>

Grounds for exemption:
Previous attendance at practical classes, design or tutorial work during year(s) ____________________________________________

Other grounds: ____________________________________________

I have previously been exempted from attendance at practical classes, design or tutorial work in this course in the year(s) indicated: ____________________________________________

Student’s Signature: ___________________________ Date: ___________________________

THIS FORM IS TO BE RETAINED BY THE TEACHING AREA. IT IS THE TEACHING AREA’S RESPONSIBILITY TO ADVISE THE STUDENT OF THE OUTCOME. PLEASE DO NOT LODGE THIS FORM WITH THE FACULTY OFFICE.

Office Use Only – Teaching Area:

Referred to: ____________________________________________

Approved: ____________________________________________

Not Approved: ____________________________________________