



FACULTY OF ENGINEERING
COMPUTER & MATHEMATICAL SCIENCES

CRICOS Provider Number 00123M

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** (eg 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, eg 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 (eg; 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:
Semester/Year

- Design
- Practical Work
- Tutorial

Note: use a SEPARATE form for each course

Subject Area	Catalogue Number	Name of Course
eg; MECH ENG	1000	Dynamics

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: _____