



**CREDIT FOR PREVIOUS STUDIES RECOMMENDATION
POSTGRADUATE COURSEWORK STUDENTS
(excluding International, MGSM and Applied Finance)**

STUDENT NUMBER: <input style="width: 100%; height: 20px;" type="text"/> STUDENT NAME: <input style="width: 100%; height: 20px;" type="text"/>	Course to which Exemption/Auto-credit applies : (e.g. Master of Geoscience)
Family Name	Initials

MACQUARIE UNITS TO BE CREDITED		TYPE OF CREDIT*	BASIS FOR CREDIT (PREVIOUS STUDIES)		
UNIT CODE	UNIT NAME		NAME OF INSTITUTION	PROGRAM STUDIED	UNIT/SUBJECTS COMPLETED
		E = EXEMPTION A = AUTO-CREDIT			

Name of the Dean of Faculty (or nominee):	
Signature of the Dean of Faculty (or nominee):	
Date:	

REQUIRED MACQUARIE UNITS REMAINING	

See over for Credit for Previous Study Policy.

Credit for Previous Studies policy approved by Academic Senate 17/8/2004:

- Candidates who have completed relevant postgraduate studies at Macquarie University or another university may receive up to a total credit of 25% towards a Macquarie award. Those who have only partially completed a postgraduate award may be granted credit up to 50%. Credit is not granted for undergraduate units.
- Units which are deemed to be relevant to the course of study and which are part of a completed course may only count towards core and option requirements, but not towards electives. Generally, credit should not be granted for electives and instead different electives should be substituted wherever possible.
- Students who transfer from one incomplete Macquarie program to another may receive full credit for those units completed in the first program which are part of the second.
- Credit for previous studies is only granted if the studies have been completed within the previous ten years. Professional qualifications and work experience do not attract credit.
- Where Macquarie University offers a set of articulated coursework awards (degree/diploma/certificate), candidates who have completed requirements for one of the lesser courses in the set may have that award conferred and also receive full credit towards the higher award for relevant studies completed.
- The Credit for Previous Study policy allows for the rounding up to the next whole unit (e.g. 25% of 12 credit points translates to three quarter of a unit which rounds up to 1 unit in the present context). i.e. 1 unit for students in a 3 unit Postgraduate Certificate course even if they have a completed degree.
- Recommendations that fall outside of the above policy should be forwarded with supporting documents to the Coursework Studies Section – PG for consideration by the Coursework Studies Committee.

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