



Exemption Request Form

Application for Exemption/Transfer Credit Form

Student # _____ Student Name: _____

Student Signature _____

Program _____

Application for Exemption/Transfer Credit Form must be received before the course drop deadline.

Student requesting exemption must be registered in a program and must:

1. Complete the applicable information.
2. Attach an official transcript and outline(s) of the equivalent course(s). (Examples of completed assignments/project work may be required.)
3. Obtain the approval of the Faculty/Program Co-ordinator and Dean/Chair. Forward approved request to the Student Records Office for processing.

Until your application for advanced standing credit has been reviewed and officially approved you must continue to attend the course(s) for which you are requesting credit. A maximum of 75% of the required program courses may be completed through the Prior Learning Assessment and Transfer of Credit processes.

1.

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| Conestoga Course No. _____ Conestoga Course Title _____ Equivalent Institution/ Course Title _____ Approved <input type="checkbox"/> Denied <input type="checkbox"/> Faculty Name (please print) _____ Signature _____ |
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2.

| |
|--|
| Conestoga Course No. _____ Conestoga Course Title _____ Equivalent Institution/ Course Title _____ Approved <input type="checkbox"/> Denied <input type="checkbox"/> Faculty Name (please print) _____ Signature _____ |
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3.

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|--|
| Conestoga Course No. _____ Conestoga Course Title _____ Equivalent Institution/ Course Title _____ Approved <input type="checkbox"/> Denied <input type="checkbox"/> Faculty Name (please print) _____ Signature _____ |
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4.

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|--|
| Conestoga Course No. _____ Conestoga Course Title _____ Equivalent Institution/ Course Title _____ Approved <input type="checkbox"/> Denied <input type="checkbox"/> Faculty Name (please print) _____ Signature _____ |
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5.

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|--|
| Conestoga Course No. _____ Conestoga Course Title _____ Equivalent Institution/ Course Title _____ Approved <input type="checkbox"/> Denied <input type="checkbox"/> Faculty Name (please print) _____ Signature _____ |
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Chair/Dean _____ Date _____