

UNIT EXEMPTION FORM

[This form has to be submitted by the end of second week from the date of registration as a USM student]

PART A : STUDENT 'S PARTICULARS [To be filled in by student]

FULL NAME [CAPITAL LETTER] :			
IDENTITY CARD OR PASSPORT NO. : [AS ON STUDENT'S REGISTRATION CARD]		SCHOOL :	
PROGRAM OF STUDY :		ACADEMIC SESSION ENROLMENT :	

Student's Signature : Date :

PART B : DETAILS OF UNIT EXEMPTION APPLICATION AND SCHOOL/CENTER/INSTITUTE ENDORSEMENT

COURSE(S) TAKEN [DIPLOMA / DEGREE]			COURSE(S) IN USM REQUESTED FOR EXEMPTION				
COURSE CODE & NAME	UNIT	GRADE/ CGPA	COURSE CODE & NAME	COURSE LEVEL	UNIT	◆ COURSE TYPE	ENDORESEMNT OF RELATED SCHOOL [Leave Blank]
TOTAL CREDIT ENDORSED :							

◆ Please refer to the Course Code on next page.

Total Unit Exempted (PREVIOUS APPLICATION) : UNIT

OVERALL TOTAL UNIT EXEMPTED : UNIT

TOTAL SEMESTER EXEMPTED : SEMESTER

COMMENT (If any):

DEAN'S SIGNATURE & STAMP

DATE : _____

PART C : UNIT EXEMPTION APPLICATION DETAILS HAS BEEN SCRUTINIZED AND VERIFIED TO FULFILL CRITERIA / REGULATIONS

COMMENT (If any):

DATE : _____

SIGNATURE & STAMP
EXAM & GRADUATION UNIT,
DEPARTMENT OF ACADEMIC MANAGEMENT
REGISTRAR OFFICE

PART D : CONSIDERATION AND APPROVAL OF DEPUTY VICE CHANCELLOR (ACADEMIC & INTERNATIONAL)

TOTAL UNIT EXEMPTION APPROVED :

TOTAL SEMESTER EXEMPTION APPROVED :

COMMENT (If any):

DATE : _____

SIGNATURE & STAMP
DEPUTY VICE CHANCELLOR
(ACADEMIC & INTERNATIONAL)

NOTE

1. COURSE CODE

T	-	CORE COURSE
M	-	MINOR COURSE
E	-	ELECTIVE COURSE
U	-	UNIVERSITY COURSE

2. PLEASE APPEND 1 COPY OF CERTIFIED ACADEMIC TRANSCRIPT.

3. FORM ENDORSED BY THE DEAN / SCHOOL COMMITTEE'S CHAIRPERSON MUST BE SUBMITTED TO THE EXAM AND GRADUATION UNIT, DEPARTMENT OF ACADEMIC MANAGEMENT, REGISTRAR OFFICE.

4. STUDENTS ARE ENCOURAGED TO KEEP A COPY OF THIS APPLICATION FORM.