



ucc

Coláiste na hOllscoile Corcaigh, Éire
University College Cork, Ireland

ACE

ADULT CONTINUING EDUCATION AT UCC

DIPLOMA EXEMPTION APPLICATION FORM

Applicants seeking an exemption from module(s) of a Pathways Diploma Programme **must** complete the attached application form. Please attach with application form the relevant documentation providing evidence that what you have studied is equivalent to the subject(s) or year you are seeking an exemption from. Exemptions will only be considered if you have formally studied and been assessed in “equivalent subject content” to the subjects from which you are requesting an exemption.

Guidelines for Completion of Application form

Please specify in the first column the **exact module(s) you are seeking an exemption from**. **Module codes and titles of all Pathways/Adult Continuing Education Programmes are available in the course descriptions of each course on the ACE website www.ucc.ie/study/ace**. In the second column please list the course **you have studied** which you feel is equivalent in subject content to the module you are seeking an exemption from.

Please attach with this application form the relevant transcripts. These transcripts must give a complete listing of the subjects and marks received for the course you have studied. Please note that just sending in a **copy of your parchment is not sufficient** for applying for an exemption, as it provides no information of the units you have studied. Exemptions will not be considered if appropriate documentation is not attached.

The Procedure for Approval of Exemption is as follows:

An Internal Assessment Panel will assess applications for exemptions; suitable applicants will then be forwarded to the Adult Continuing Education Board of Studies for final approval.

Closing Date for Application

Completed Exemption Application forms, with all relevant documentation, should be forwarded to:
Dr. Linda Foley, Programme Co-ordinator, Credit Union Studies, The Centre for Adult Continuing Education, UCC, “The Laurels”, Western Road, Cork, on or before **Friday 21st June, 2013** and must also be accompanied by your UCC/ACE Student Application Form.

EXEMPTION APPLICATION FORM

Programme you are seeking Exemption in: _____

Name: _____

Address: _____

List Module code and title from which you are seeking an exemption	List the course which you have previously studied which exempts you from the corresponding module	Year Completed	Name & Address of Institution

Please circle:

I have attached the relevant transcripts: YES NO

Closing Date for receipt of Pathways Diploma Exemption Forms is Friday 21st June, 2013.

If you wish to apply for an exemption based on a qualification which does not appear on the attached pre-approved list, please contact Dr. Linda Foley, Programme Co-ordinator, Credit Union Studies on 021-4904736 as soon as possible.

SIGNATURE: _____ DATE: _____

For Office use only

1. Internal Assessment Panel	<input type="checkbox"/> Recommend Approval	<input type="checkbox"/> Not Recommend Approval
Chair of Panel Signature: _____		
2. Adult Continuing Education Board of Studies	<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved
Chair of Board Signature: _____		

Please see full Schedule of Exemptions** below for your information:

Certificate in Credit Union Governance

Qualification	CU Ethos, Structure & Core Activities	The Legal & Regulatory Framework for CUs	Principles of CU Governance & Finance
ACCUP	Exemption	Exemption	Exemption
CUA and/or CUG (2012 onwards)*	No Exemption	Exemption	No Exemption
QFA	No Exemption	No Exemption	No Exemption
Diploma in Credit Union Studies	Exemption	No Exemption	Exemption

Certificate in Credit Union Operations

Qualification	CU Ethos, Structure & Core Activities	The Legal & Regulatory Framework for CUs	CU Operations & Controls
ACCUP	Exemption	Exemption	Exemption
CUA and/or CUG (2012 onwards)*	No Exemption	Exemption	No Exemption
QFA	No Exemption	No Exemption	No Exemption
Diploma in Credit Union Studies	Exemption	No Exemption	No Exemption

Diploma in Credit Union Governance

Qualification	Lending & Loan Recovery for Credit Unions	Compliance & Risk Management in CUs	Strategic & Financial Management in CUs
ACCUP	Exemption	No Exemption	No Exemption
CUA (2012 onwards)*	Exemption	Exemption	No Exemption
CUG (2012 onwards)*	Exemption	No Exemption	No Exemption
QFA (2012 onwards)	No Exemption	Exemption	No Exemption
Diploma in Credit Union Studies	No Exemption	No Exemption	Exemption

Diploma in Credit Union Operations

Qualification	Lending & Loan Recovery in CUs	Regulation & Compliance in CUs	CU Insurance
ACCUP	Exemption	No Exemption	No Exemption
CUA (2012 onwards)*	Exemption	Exemption	No Exemption
CUG (2012 onwards)*	Exemption	No Exemption	No Exemption
QFA (2012 onwards)	No Exemption	Exemption	No Exemption
Diploma in Credit Union Studies	No Exemption	No Exemption	No Exemption

All other requests for exemptions will be dealt with on a case by case basis

*Exemptions can only be given to the 2012 revised module - Credit Union Practices of the CUA / CUG

** All exemptions are subject to the approval of the UCC Board of Studies