

## CGS04

### Application form for exemption of study units (postgraduate students only)

Student number					-					-	
Title, initials & surname											
Proposed qualification											
Qualification code											
Specialisation field (if applicable)											

Study unit(s) for which exemption must be considered					
	Previous institution's name	Previous institution's study unit code	NQF level	Year passed at previous institution	Equivalent Unisa study unit code
1					
2					
3					
4					
5					
6					

#### Important information:

1. Unisa reserves the right to grant and / or decline any application for credits and exemptions.
2. Prior to completing and submitting the CGS04 form, ensure that you have read the information published online at [www.unisa.ac.za/credits](http://www.unisa.ac.za/credits), specifically Rule 10 in Unisa's rules for students.
3. A maximum of 50% of the credits of a completed qualification may be transferred to another qualification.
4. In addition to school qualifications and academic records already submitted, you may be required to submit additional supporting documents, such as syllabi / curriculums of courses passed, official academic records, conduct certificates, and so on. A SAQA evaluation may be required for foreign qualifications.
5. All applications for exemptions will only be dealt with after the relevant registration period. Exemptions will only be finalised if the necessary admission documentation is issued.
6. Exemptions from modules will disqualify you from obtaining a qualification cum laude in the future.
7. Credits / exemptions will not be granted if you studied and passed outdated information.

I hereby declare that I am fully aware that Unisa may amend my registration is necessary, should I not qualify for exemption from the modules requested.

<b>Declaration:</b> I declare that all the particulars furnished by me on this form are true and correct. I undertake to comply with all the rules, regulations and decisions of the university and any amendments thereto, and I have taken note of advice that may be applicable to students in general. I, as a student registered with Unisa or an applicant intending to study with Unisa, hereby consent that Unisa may collect, use, distribute, process and communicate my personal information for all required academic purposes pertaining to my application / registration to study with Unisa, which may include, but is not limited to, internal administrative processing, institutional and scholarly research, funding submissions, processing by the Matriculation Board and Admissions Committees, Higher Education South Africa, the Department of Higher Education and Training, the Council on Higher Education, the South Africa Qualifications Authority, other public higher education institutions and Qualification Verification Agencies. I confirm that I have read the notice and understand the contents thereof.											
Signature											

This form should be submitted via e-mail to [hons@unisa.ac.za](mailto:hons@unisa.ac.za)

Please include your student number and the name of the form (CGS04) in the subject line of the e-mail.