

UNIT STANDARD EXEMPTION APPLICATION 2010

FAX ORIGINAL COMPLETED APPLICATIONS TO CAPE TOWN

HEAD OFFICE CAPE TOWN: Tel: (021) 673-9100 Fax: (021) 673-9111
 2nd Floor, Sunclare Building, Cnr Dreyer & Protea Roads, Claremont
 PO Box 44235, Claremont, 7735
 Email: info@milpark.ac.za Website: www.milpark.ac.za

JOHANNESBURG: Tel: (011) 718-4000

DURBAN: Tel: (031) 266-0444



APPLICATION FOR SUBJECT EXEMPTION/MATRIC CONCESSIONS

PERSONAL DETAILS

Surname											Gender*												
First names											Race*												
ID or passport											Date of Birth			Home Language*									
E-mail address (Compulsory)											Highest Qualification*				* Required by the Department of Education								
Phone	(Work) Code & No.								(Home) Code & No.														
	(Fax) Code & No.								Cell No. (compulsory)														
Full Physical Work Address:												Full Postal Address:											
_____												_____											
Code: _____												Code: _____											

IMPORTANT INFORMATION

IMPORTANT: Graduation 2011

The deadline for module exemption applications for students who want to complete their qualification and graduation in 2011 is **1 December 2010**. Students who submit applications after this date will not be considered for the 2011 Graduations.

APPLICATION FOR EXEMPTION FOR UNIT STANDARDS COMPLETED WITH ANOTHER INSTITUTION (OTHER THAN MILPARK BUSINESS SCHOOL):

Name of Institution																																													
Name of Qualification																																													
Year Completed																																													
Unit Standard numbers																																													

PLEASE NOTE: THE FOLLOWING MUST ACCOMPANY THIS APPLICATION FORM!

1. A **certified** copy of your I.D document and your statement of credits pertaining to this application.
2. **R375 exemption fee** per application.

PAYMENT DETAILS

DIRECT DEPOSIT Please use full name as reference and attach proof of deposit with registration form. **CREDIT CARD** Only Visa and MasterCard accepted. **CHEQUE**

For Direct Deposits, please pay into the following account: Bank: Nedbank. Branch: Business Southern Peninsula. Branch code: 123 209. Account no: 1232 08 13 61

Name of Credit Card Holder: _____ Type of Credit Card: _____

Credit Card No.											Last 3 digits on reverse of card						
Expiry Date	Budget Months				Amount				R	R	R	R	R	C	C	Signature	_____

FOR OFFICE USE ONLY

	Subject exempted:	Subject Code	For office use only
1			
2			
3			
4			
5			

STUDENT CHECKLIST – EXEMPTIONS

Incomplete applications cause delays! Please ensure that the correct documentation is submitted together with this exemption application to avoid any delays in the response to your request.

All exemption applications must be faxed **directly** to **(021) 673 9111**

Please check the following:

- Have you attached a copy of your results?
- Are these results official? (i.e. on the letterhead from the educational institution where you studied)
- Have you attached a proof of payment for the R375 exemption fee? (Unless your results are from IOB, Milpark, Damelin School of Banking and Insurance or FNB SCR Skills Programme)
- Have you provided an email address to which your exemption result can be sent?
- Have you provided documentation showing the details of any modules reflected as an exemption on your result letter?
- Do your results show full module names, and not just the course codes?
- For foreign qualifications, have you attached a SAQA certificate showing South African equivalence?

** Please note that the exemption process takes a minimum of 7 working days.*