



Stott's Colleges Pty Ltd

252 Lygon Street, Carlton Victoria 3053 Australia

Phone: + 61 3 9663 3399 Facsimile: + 61 3 9663 3517

Website: <http://www.stotts.vic.edu.au>

Email: registrar@melblang.com.au

CRICOS Provider 00197D

Credit Transfer/ Exemptions Application Form

Who should complete this application?

This application form should be completed if you wish to apply for credit or exemption towards your Bachelor course for previously completed tertiary studies.

When to submit this application?

You should submit your application when you apply for admission.

What to attach to this application?

- A certified copy of your academic transcript of results/ originals must be sighted (for previous studies completed in and out of Stott's Colleges); and
- A certified copy of the key to the results appearing on the academic transcript (for previous studies completed in and out of Stott's Colleges).

Where to submit the application?

Submit your application and supporting documentation to the Registrar.

When will I be notified of the outcome?

You will be notified of the outcome of your application in writing in your Letter of Offer.

Section 1 – Personal details		
Title	Given Names	Surnames
Student ID Number		
Address (including email)		
Daytime Telephone/Mobile		
Name of course applied for/ enrolled in		

Office Use		
Unit Code	Unit Name	Exemption Granted
ACC101	Accounting for Business Decisions	
ACC201	Accounting Theory	
ACC202	Management Accounting	
ACC301	Corporate Accounting	
ACC302	Corporate Finance	
ACC303	Accounting Taxation	
ACC304	Auditing and Assurance	
BIS101	Business Information Systems	
BST101	Business Statistics	
ECO101	Foundations of Economics	
HRM101	Introduction to HRM	
HRM202	HRM and the Law	
HRM301	Strategic HRM	
LAW101	Fundamentals of Law	
LAW201	Business and Company Law	
LAW301	Laws and Commerce in Asia	
MAN101	Introduction to Management	
MAN201	Management fundamentals	
MAN202	Leadership, Learning and Management	
MAN301	Management, Developing Strategy	
MAN302	Preparation of a Business Plan	
MRK101	Introduction to Marketing	
MRK201	The marketing Mix	
MRK202	Marketing, An International Perspective	
	Total exemptions	

Assessor Signature:..... **Date:**.....

Student Signature: **Date:**.....

Office Use Proposed Completion Date: Reporting/ CoE Variation needed? Yes No Reporting/ CoE Variation: Completed Not Completed
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The application form and the relevant documentations must be filed in the student's file.