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| **DUBLIN CITY UNIVERSITY****NATIONAL INSTITUTE FOR DIGITAL LEARNING****OPEN EDUCATION****EXEMPTION/DIRECT ENTRY APPLICATION FORM****BACHELOR OF SCIENCE (HONS) IN MANAGEMENT OF** **INFORMATION TECHNOLOGY/INFORMATION SYSTEMS****(Prior to completing this form please read the Exemptions Information Sheet)****2017-2018 ACADEMIC YEAR****SELECT THE TYPE OF APPLICATION YOU ARE MAKING:****1. APPLICATION FOR DIRECT ADMISSION TO DEGREE LEVEL OF THE BSc IN MANAGEMENT OF INFORMATION TECHNOLOGY/INFORMATION SYSTEMS**1. **APPLICATION FOR EXEMPTION FROM SPECIFIC LEVEL 1/LEVEL 2**

**MODULE(S) OF THE BSc IN MANAGEMENT OF INFORMATION TECHNOLOGY/INFORMATION SYSTEMS**  **3. SPRINGBOARD+/ICT SKILLS CONVERSION**1. **Direct Entry (BSc in 2 – 4 years):** Candidates for direct admission must have a relevant academic qualification e.g. a National Diploma/Ordinary Degree -QQI Level 7, or equivalent, in a cognate area, for example, Computing or Electronics, normally with credit or distinction. The qualification on which the exemption application is based should be no more than seven years old (see information sheet).
2. **Level 1/Level 2 Module Exemption(s):** Applicants with suitable prior certified learning, normally at level 6 or higher on the QQI, may apply to be exempted from level 1 and/or level 2 modules. The criterion for exemption from studying a specific module is that a student has successfully completed a recognised course of study which is equivalent in subject matter, content, standard and learning outcomes to the module(s) from which the exemption is sought. Normally the prior certified learning on which the exemption application is based should be no more than seven years old (see information sheet). Notwithstanding any exemptions granted, a student must successfully complete at least 50% of the award credits at DCU. In order to exit with the award of diploma a student must successfully complete at least three Level 2 modules.

**Please note, that direct entry and exemptions are only granted where an award at the same level as the BSc (Level 8 on QQI) has NOT been conferred on the applicant by an institution on foot of those credits.** QQI is the agency for Quality and Qualifications Ireland – information on the QQI is available at: [www.qqi.ie](http://www.qqi.ie) **EXEMPTION/DIRECT ENTRY APPLICATON FORM**This form must be accompanied by:* Exemption Application Form, duly completed
* Official copy of the full details of syllabi studied, preferably using Learning Outcomes
* Official copy of transcript of results
* Proof of qualification (if applicable)
* QQI Level
* Award Types (if applicable)
* Year of Award/achievement of ECTS credits
* Number of ECTS credits successfully completed
* Awarding body
* The appropriate administration fee as follows: Direct Entry €85. Module Exemption €55 per module. (Cheque or Postal Order made out to: BSc Exemptions, NIDL, DCU.) Please note: **Exemption application fees are non-refundable.**
* Certified translations of relevant documentation if the originals are not in English

**IT IS THE APPLICANT’S RESPONSIBILITY TO ENSURE EACH APPLICATION IS COMPLETE. It will not be to possible to determine exemption(s)/direct entry if the application is incomplete. Please send your completed application to: BSc. Exemptions, Open Education, NIDL, Bea Orpen Building, Dublin City University, Dublin 9 by September 4th.**STUDENT NUMBER: Applicants receive a student number once they have applied for and received an offer of a place on the BSc in IT/IS programme. If you do not have a student ID number please log on to <http://www.dcu.ie/openeducation/index.shtml> and follow the link: Future Students/Apply for Undergraduate Programme. NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ADDRESS (for correspondence): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Tel (day): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tel (evening): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Is this your first time to seek an exemption? Yes NoIf No, please provide the:Date of previous application \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Result of previous application\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **QUALIFICATION(S)**Please list qualification(s) on which direct entry/module exemption request is based. Evidence must be provided that qualifications/credits have been obtained. It is important to specify the year obtained and the classification or level of credits obtained - e.g. 1st, 2.1; Credit; Distinction; Pass. Use a separate sheet if necessary but make sure to include your name and ID number on it.

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| **Title of Award (e.g. Cert. in IT.) (Provide even if award was not achieved)** | **Subjects** | **QQI Level****(e.g. level 7)****(Provide** **even if award was not achieved)** | **\*ECTS****credits achieved** | **Awarding Body****(e.g. HETAC)** | **Year Obtained** | **Classification** |
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\* ECTS = European Credit Transfer System  |
| **OTHER RELEVANT INFORMATION**If this application for Direct Entry/Exemptions is based on prior certified learning that is more than seven years old please provide documented evidence of how your knowledge and skills have been kept up-to-date. The documented evidence should:(a) cover the period since the prior certified learning/award was successfully completed(b) detail relevant work-related experience and any courses/continued professional development undertaken. This evidence should be submitted in an attached, type written, document and include testimonials from employers/supervisors, colleagues and clients/customers. Use a separate sheet if necessary, preferably type written, and make sure to include your name and ID number on that sheet. Applicants may be required to attend for interview before an exemption is granted. |
| **2. LEVEL 1/LEVEL2 MODULE EXEMPTION(S)****MODULES** (*Please tick (√) boxes relating to the modules you wish to be exempted from*).  C1 C2 CT1 MN2 HS1 HS2 MS1 MS2 See Module Syllabi online at: <http://www.dcu.ie/openeducation/current.shtml> |
| I confirm that all statements I have made on this form are true and accurate and can be supported by relevant documentation.Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Please send your application to: BSc. Exemptions, NIDL, Bea Orpen Building, Dublin City University, Dublin 9Applications must be received by 4th September  |
| **For Office Use Only:** |
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| **1. DIRECT ENTRY*****Direct Admission Granted: ⁪ Direct Admission not Granted: ⁪***Reasons:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**2. LEVEL1/LEVEL2 MODULE EXEMPTION**

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| **MODULES** E*xemption granted*.  C1 C2 CT1 MN2 HS1 HS2 MS1 MS2  |

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| **MODULES** E*xemption NOT granted*.  C1 C2 CT1 MN2 HS1 HS2 MS1 MS2 Reasons:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Examined by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |