

# M103 Full Statement of Credit

*This Statement of Credit form is for students who are bringing credit from previous study, and who have part-met requirements for a stage e.g. 60 credits at Level 4.*

**\*** Required sections

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| SECTION 1 - Personal and Programme Information | | | | |
| **Applicant Details\*** | | | | |
| Student ID: | | Forename(s): | | Surname: |
| Entry Date: | | Programme Title: | | Programme Code: |
|  | | | | |
| Qualification / Study Recognised for Credit (where applicable)\* | | | | |
| **Qualification / Study** | **Time taken to accrue credit (in months or years)** | **Confirm transcript of credit received?** | **Qualification or credit obtained / to be awarded** | **From College / University** |
| 1. |  |  |  |  |
| 2. |  |  |  |  |

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| SECTION 2 - Credit Confirmation Note: for Joint Honours students i.e. those combining two subjects, credit must be assigned to a specific subject (in the final column in the table below). Discussion needs to take place between subjects before the M103 forms are submitted to ensure total credit is correct. | | | | | | | | |
| CATS Points and Level\* | | | | | | | | |
| **Qualification** | **Credit from previous qualification / study** | | |  | **Credit transferred to Brookes registration** | | | |
|  | Level 4 | Level 5 | Level 6 |  | Level 4 | Level 5 | Level 6 | Subject |
| 1. |  |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |  |

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| SECTION 3 - Failed Credit Previously failed module credits applicable to the new programme of study e.g. where a student has studied at OBU before, must be recorded on this form for processing on the student’s record.  Note: for Joint Honours students i.e. those combining two subjects, failed credit must be assigned to a specific subject (in the final column in the table below. | | | | | | | | |
| CATS Points and Level (Failed credit) | | | | | | | | |
| **Qualification** | **Credit from previous qualification / study** | | |  | **Credit transferred to Brookes registration** | | | |
|  | Level 4 | Level 5 | Level 6 |  | Level 4 | Level 5 | Level 6 | Subject |
| 1. |  |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |  |

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| SECTION 4 – Credit with Specific Marks for Transfer For credit with marks from previous OBU study, please complete this section. | | | | | | | | |
| **Module Number** | **Mark** | **Grade**  **XC (passed credit) XF (failed credit)** | **Credit Value (CATS)** |  | **Module Number** | **Mark** | **Grade**  **XC (passed credit) XF (failed credit)** | **Credit Value (CATS)** |
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| SECTION 5 – Exemptions Please provide details of exemptions which should be applied to compulsory module requirements. | |
| **Module Code** | **Module Title** |
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| SECTION 6 – Accreditation of Experiential Learning (APEL) | | | | | | | | |
| **APEL Credit transferred to Brookes registration** | | |  | **Evidence assessed by:** | | | | |
| Level 4 | Level 5 | Level 6 |  |  | Portfolio |  |  | Essay |
|  |  |  |  |  | Project |  | Other |
|  |  |  |  |

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| SECTION 7 – Summary of Offer to be made\*   \*It is essential that we have a confirmed transcript of final results in order for credit to be recorded on a student’s programme. If this has not been provided, please make the offer conditional on provision of the transcript. | | | |
| Unconditional / Conditional / Reject: |  | Award: |  |
|  | | | |
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| Start date |  | Expected date of completion |  |
| Application for entry into year |  | Applicant offered entry into year\* |  |

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| SECTION 8 – Award of credit agreed on behalf of the SEC for (Programme Lead / Subject Coordinator(s))\* If sending electronically, digital signature is fine: | |
| Signature: | Name: |
| Name: | Subject: |
| *If this is an applicant for a joint honours programmes then second signature (for second subject) needed below:* | |
| Signature: | Name: |
| Name: | Subject: |