

# 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 ConfirmationNote: 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 CreditPreviously 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: |