

## **Criteria for Exemptions updated as at 15 November 2016**

### **Effective for Semester starting January 2017**

1. Application for exemption should be submitted through the exemption form (to be downloaded from the OU website) only at the time of enrolment.
2. Open University will disregard applications if all required documents are not provided at the time of application.
3. The module from which exemption is being sought should be at the same level as the qualification already obtained, i.e., a module at a degree level would be considered against another relevant module already completed at a degree level.
4. Exemption may be given for a maximum of 3 modules for a Degree Programme and, a maximum of 2 modules for a Master's Degree programme. The fee applicable for each exempted module is Rs1200.
5. Applicants who are FCCAs may be exempted from a maximum of 2 modules at Master's level. Modules from which exemptions are sought should be only within the accounting field (applicable) for learners holding ACCA only.
6. The qualification from which exemption is being sought should have been obtained within 7 years of the date of application for exemption, except for ACCA modules where it is 10 years.
7. Applicants should obtain at least a grade C (or above 50% of the total marks for the module) in the course against which exemption is being sought.
8. Applicants wishing to embark on PhD directly should produce an MPhil Certificate. Report of upgrade from M.Phil to PhD or M.Phil/PhD to PhD would not be considered.
9. Learners of OU who have opted to exit at Certificate/Diploma/Postgraduate Diploma level receive a certificate.

Should they wish to proceed to the next level, they will have to submit a fresh application for the programme and then seek exemption for the modules already completed provided they have obtained at least a grade C.

Exemption will be granted against payment of the exemption fee of Rs1200 per module completed.