



**THE BAHAMAS AGRICULTURE AND MARINE SCIENCE INSTITUTE**

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[www.bamsibahamas.edu.bs](http://www.bamsibahamas.edu.bs)

**COURSE EXEMPTION FORM**

1. BAMSI will grant students exemption for prior studies or professional experience. Request for exemption should be made during the admission process.
2. Exemption will not be awarded for the following courses: Research Methods, Directed Studies, Farm Skills and Student Success.
3. Students will be assigned a grade of EX for exempted courses. The EX grade (s) will not be calculated in the Grade Point Average (GPA) however the credits for the course would count towards your credits for your degree.
4. To be considered for exemption a grade of "C" or better must have been obtained in the course.
5. A maximum of nine (9) credits for any programme may be obtained through challenge examination.
6. Research courses and courses with a lab component will not be considered for challenge examination.

**HOW TO APPLY FOR EXEMPTION**

1. Register in the course you are applying to be exempted from. This way if your application for exemption is not granted you will be properly registered in your required courses. Attend all classes until an exemption has been granted.
2. Complete the application for Course Exemption Form.
3. Attach all supporting documentation that will assist in the evaluation of your application. This would include an official copy of a transcript showing the course (s) you are applying to be exempted from, as well as a course description and outline. You can complete and sign this form and provide supporting documentation.
4. Where professional experience is being used as the basis of exemption the student should provide professional references confirming the students work experiences.

Student Name: \_\_\_\_\_ Student Number: \_\_\_\_\_

Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Programme: \_\_\_\_\_ Major: \_\_\_\_\_

Telephone: \_\_\_\_\_ (Mobile): \_\_\_\_\_ (Home): \_\_\_\_\_

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>COURSE INFORMATION &amp; APPROVAL</b>		
PRIOR COURSE ( <i>list institution name</i> )	Credits	BAMSI COURSE
PRIOR EXPERIENCE ( <i>list company</i> )		BAMSI COURSE
<input type="checkbox"/> Approved		<input type="checkbox"/> Not Approved

Academic Dean signature: \_\_\_\_\_ Date: \_\_\_\_\_