# Form C3

# Application for an exemption or variant to the Academic Framework (AF)

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| Faculty: |  |
| Course(s): |  |
| Collaborative partner(s):  (if applicable) |  |

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| **This course is accredited by:** *(PSRB recognition might be for more than one course, or only one of the courses might have PSRB recognition)* |  |

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| 1. **Details of the exemption required**   Please detail the policy/requirement of the Academic Framework the course should be exempt from. |
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| 1. **Justification for the exemption**   Please provide a detailed justification for why the course in question should be exempt or have a variant from the Academic Framework (AF). |
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| 1. **Evidence for exemption**   Where the request is linked to a PSRB requirement please include evidence of the PSRB requirement that requires this exemption/variant, either as an attachment to this form or as a URL link to relevant pages on the PSRB website(s). |
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| 1. **Consultation with Regulatory Assessment and Student Casework (RASC)**   To assess regulatory implications and to assist on designing well-articulated variants to present at Education Committee |
| **Signature:**  **Date:** |

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| 1. **Approval by Head of Resources & Planning (HoRP)** |
| **Signature:**  **Date:** |

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| 1. **Approval by Head of School** |
| **Signature:**  **Date:** |

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| 1. **Approval by Dean of Faculty (or nominee)** |
| **Signature:**  **Date:** |

**Guidance Note**

Academic Council has agreed that genuinely evidenced PSRB requirements could be grounds for an approved variant to the Academic Framework.

Requests must be submitted to Quality Assurance and Enhancement for scrutiny by the Education Committee. Depending on the timing of the request this may either be via the next scheduled meeting, by correspondence or via Chair’s action. Applicants will be notified in writing of the outcome.

The form must be signed by the Dean of Faculty or authorised nominee to indicate that the request is supported by the Faculty.

Courses with an approved exemption/variant to the Academic Framework are required to submit a new request if the course is being revalidated.

For further advice and guidance please contact the Head of Quality Assurance and Enhancement.