



Calibrating Student Workload Exemption form

As per the [Course and Subject Design \(Coursework\) Procedure](#), an exemption approved by the Pro Vice-Chancellor (Learning) is now required for subjects that do not meet the [CS Calibrating Student Workload Framework](#). The exemption is required for all subjects in Session 2 2024 and onwards and will only be granted in limited circumstances for subjects with explicit professional accreditation assessment requirements or prescribed Work-integrated learning (WIL) hours.

Exemption is valid for 12 months (from date of approval) or until a professionally accredited course undergoes review/revision.

Requester Name:

Requester email:

Subject code:

Subject information:

Rationale (including professional accreditation documentation or WIL documentation and number of expected student workload hours):

Please email this form to your Head of School for approval

Head of School Approval:

Please email this form to your Associate Dean (Academic) for approval

Associate Dean (Academic) Approval:

Please email this form to [Pro Vice-Chancellor \(Learning and Teaching\)](#) for final approval

Pro Vice-Chancellor (Learning and Teaching) Approval: