

GEORGE BROWN COLLEGE APPLICATION FOR COURSE EXEMPTION FORM

 The deadline for exemption applications is the 10th working day from the start of the semester.

STUDENT: COMPLETE ALL INFORMATION REQUIRED BELOW:

Student I.D.#: _____
Last Name: _____ First Name: _____
Student's Phone Number: _____ Student's E-Mail: _____
Program Title: _____ Program Code: _____ Semester: _____
Student's Signature: _____ Date: _____

1. Exemption Application for Semester: _____ GBC Course Title: _____

Course Code: _____ CRN#: _____ **The following is in support of this application:**

University/College/High School: Name: _____

Course(s) taken: _____ Year: _____ Final Grade: _____

FOR OFFICE USE ONLY

Faculty Decision:	Exemption to be:	<input type="checkbox"/> Granted	<input type="checkbox"/> Denied
Comments: _____			
Authorization Signature: _____	Date: _____		

WHAT IS AN EXEMPTION?

A student may be granted an exemption from a prescribed George Brown College course if the student can show that he/she has successfully completed an equivalent course at another academic institution.

HOW IS AN EXEMPTION GRADED?

Students will be assigned a grade of EX for exempted courses. The EX grade(s) will not be calculated in the Grade Point Average (G.P.A.).

HOW DO I APPLY FOR AN EXEMPTION?

1. Register in the course(s) 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. Note that the deadline for exemption applications is the 10th working day from the start of the semester.
3. Ensure that you have signed the exemption application.
4. Attach all appropriate supporting documentation that will assist in the evaluation of your application. This would include a copy of a transcript showing the mark(s) obtained for the course(s) you are applying to be exempted from, as well as a course description and outline. You can also visit www.georgebrown.ca/orientation/faq.aspx#exemptions to read more.
5. Submit the completed, signed form and its supporting documentation to the appropriate Academic Department. Locations are listed on the reverse side of this application form.
6. The appropriate program/coordinator/course instructor will evaluate your application. If your application for exemption has been approved the academic division will change your status in the course(s) to reflect an exemption (to an EX). Academic divisions are required to have all exemption applications evaluated by the end of the third week of classes. Any concerns you may have should be directed to your academic division.
7. Check your timetable on STU-VIEW to determine if an exemption has been granted. You will see messaging on the bottom of the timetable.
8. You may also check STU-VIEW to see if your request for a course exemption has been denied. Click on the link to "View Denied Exemption Requests".

NOTE TO STUDENTS:

Students on average can have two exemptions in any one term before dropping to part-time status, thereby affecting tuition fees, and OSAP eligibility.

Locations and Contacts Information for the Academic Departments

<p>Faculty of Community Services and Health Sciences-St. James Campus 200 King Street East Centre for Community Services and Early Childhood – Social and Community Services School of Social and Community Services School of Deaf and Deafblind Studies 200 King Street East - Room 443E Tel. No. 416 415-5000 ext. 2185 Fax. No. 416 415-2646 Centre for Health Sciences School of Nursing 200 King Street East - 7th Floor Tel. No. 416 415-5000 ext. 2367 Fax. No. 416 415-2938</p>	<p>Faculty of Business, Arts and Design-Casa Loma Campus (Fashion, Jewellery and Performing Arts) 160 Kendal Avenue - Room C442 Tel. No. 416 415-5000 ext. 4840 Fax. No. 416 415-4073 Dance 160 Kendal Avenue – Room C126A Theatre 55 Mill Street – Building 49 – Room 200 Tel. No. 416 415-5000 ext. 2167 Fax. No. 416 415-2537</p>
<p>Faculty of Community Services and Health Sciences-Casa Loma Campus Centre for Health Sciences School Dental Health School of Health and Wellness School of Health Sciences Management 175 Kendal Avenue - Room B204 Tel. No. 416 415-5000 ext. 4543 Fax. No. 416 415-4794 *If your program is at the St. James Campus, please go to 200 King Street East, 7th floor.</p>	<p>Faculty of Technology Casa Loma Campus School of Construction Management & Trades School of Architectural Studies 146 Kendal Avenue - Room E228 Tel. No. 416 415-5000 ext. 4398 Fax. No. 416 415-4515 School of Computer Technology & School of Engineering Technologies 160 Kendal Avenue – Room C430 Tel. No. 416 415-5000 ext. 4287 Fax No. 416 415-4024</p>
<p>Faculty of Community Services and Health Sciences-Ryerson Campus Centre for Community Services and Early Childhood – Early Childhood School of Early Childhood The Sally Horsfall-Eaton Centre for Studies in Community Health at Ryerson Campus 99 Gerrard Street East - Room 597 Tel. No. 416 415-5000 ext. 2310 Fax. No. 416 415-2565</p>	<p>General Education and Access St. James Campus 200 King Street East School of Work and College Preparation (Access Programs) - Room 524A Tel. No. 416 415-5000 ext. 2427 Fax. No. 416 415-2432 School of Liberal Arts and Sciences-St. James Campus (General Education, Liberal Studies Courses and Assaulted Women’s and Children’s Counsellor/Advocate (AWCCA) Program) – Room 520A Tel. No. 416 415-5000 ext. 2009 Fax. No. 416 415-2743</p>
<p>Faculty of Business, Arts and Design-St James Campus School of Business School of Financial Services 200 King Street East - Room 313A Tel. No. 416 415-5000 ext. 2160 Fax. No. 416 415-2094</p>	<p>School of General Arts and Sciences-Casa Loma Campus (General Education, Liberal Studies and General Arts & Science Programs) General Education and Liberal Studies Courses 160 Kendal Avenue – Room C221 Tel. No. 416 415-5000 ext. 3688 Fax. No. 416 415-4740 General Arts and Science Programs – G.A.S. 160 Kendal Avenue – Room C221 Tel. No. 416 415-5000 ext. 3688 Fax. No. 416 415-4740</p>
<p>Faculty of Business, Arts and Design-St. James Campus School of Design 230 Richmond Street East – Room 116A Tel. No. 416 415-5000 ext. 2137 Fax. No. 416 415-2807</p>	<p>Hospitality and Tourism Centre 300 Adelaide Street East Learning Support Offices Main Desk - Room 136 Chef School -Room 216 Tel No. 416 415-5000 ext. 2240 Hospitality - Room 318 Tel No. 416 415-5000 ext. 2228</p>