

MAURITIUS INSTITUTE OF EDUCATION

Procedures for Requesting Exemption from Module(s)

Students enrolled on a Programme of Study at the Mauritius Institute of Education (MIE) may request for exemption from module(s) in which at least a grade C has been obtained. The module(s) on the basis of which exemption is requested maybe from MIE or other TEIs. Request should be made to the Registrar. Students may seek advice on exemption from the Teacher Education Section (TES)*.

- 1.1 Before applying for exemption, students should ensure that there are no significant differences in the two syllabi/modules in terms of relevance, level, depth of coverage of concepts and assessment, as evidenced by the Module Information Sheet or any similar relevant document.
- 1.2 The two modules should be, at least, 80% equivalent. Equivalence will be determined on the basis of similarity of level and evidence that the module was completed not more than 5 years prior to the request for exemption.
- 1.3 A module, depending on the Programme of Study, is taught at the MIE over one semester (15 weeks), is equivalent to 45-90 hours (10/15 hours per CATS point/Credit Point), and includes face-to-face/online lectures, laboratory work/field trips, tutorials, self-study, etc.
- 1.4 Students can apply for exemption from equivalent module(s) which has (have) been covered at the MIE or elsewhere, by completing the “**Exemption Application Form (EAF)**” for the current Semester, **two (2) weeks before the start of the Semester** of the Programme of Study. The Form is available under Students’ Corner of the MIE website www.mie.ac.mu and students will have to settle a non-refundable administrative fee (Rs. 300/- per module for Certificate programmes and Rs. 500/- per module for other programmes), independent of the outcome of the request.
- 1.5 The following documents should be submitted along with the EAF and evidence of **payment of administrative fees per module** to the Teacher Education Section.
 - 1.5.1 Photocopy of Syllabi/Module Outline from which exemption is requested.
 - 1.5.2 Photocopy of the Programme Structure from which exemption is requested.
 - 1.5.3 Photocopies of certified Module Information Sheet* for the completed module(s) or any document detailing the concepts taught.
 - 1.5.4 Photocopy of Programme Structure of the completed Programme of Study as per 1.5.3.
 - 1.5.5 Photocopy(ies) of certified transcript(s)* for the completed module(s).
- 1.6 Students should continue attending lectures (face-to-face/online) for the module(s) from which exemption has been requested until they are informed about the outcome of their requests.
- 1.7 Students will be notified about the outcome of their requests within four (4) weeks from the date of the start of the Semester.
- 1.8 There is no provision for appeal.

* For any advice on Exemption, students are invited to contact the TES at teachereducation@mie.ac.mu; Furthermore, the TES will certify the copies for internal use upon submission of the original documents.

Note:

- i. The MIE reserves the right to grant or decline requests for exemption should the credit system differ for module(s) completed at other TEIs.
- ii. No request will be accepted if the EAF has not been submitted at latest two (2) weeks before the start of the Semester (for existing students) or within two (2) weeks from the start of the Programme of Study (for new students).
- iii. No request will be considered in the case of incomplete EAF and/or non-submission or partial submission of requested documents.