

# INDUSTRY TRAINING EXEMPTION REQUEST



## APPLICANT DETAILS

Family Name	<input type="text"/>	Student ID	<input type="text"/>
Given Name	<input type="text"/>	Course	<input type="text"/>
Contact No.	<input type="text"/>	Email	<input type="text"/>

## DETAILS OF PREVIOUS STUDIES

Course Name:	<input type="text"/>	Number of Subjects Completed	<input type="text"/>		
Institution Name:	<input type="text"/>	Course Completed	<table><tr><td>Y</td><td>N</td></tr></table>	Y	N
Y	N				

## ATTACHMENTS

Attach / submit the following documentation to / along with your application:

Official letter from employer including:

- 1) Position held
- 2) Description of position and duties performed
- 3) Duration of employment
- 4) Total number of hours worked

Two (2) work references who are able to verify employment and include:

- 1) Full Name
- 2) Title
- 3) Phone number
- 4) Email address

## SUBMITTING YOUR APPLICATION



Submit exemption request and all supporting documents to the Manager of Industry Training by emailing [industrytraining@icms.edu.au](mailto:industrytraining@icms.edu.au) or drop off in person at student services

## FACULTY APPROVAL

Responsible Academic Officer	<input type="text"/>	Date	<input type="text"/>
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