



Exemptions from SQA CLC Diplomas Form

What this form is for:

This form is for centres who wish to claim full exemption for one or more SQA CLC units. This form should not be completed for students transitioning from the previous CLC qualification to SQA. Further information for transitioning students can be found on our website at www.sqa.org.uk/clc.

How to use this form:

- 1 A copy of the evidence of achievement provided by the student, eg qualification certificate and transcript should be provided alongside this form,
- 2 The form should be completed and submitted by the SQA Co-ordinator,
- 3 The form should be submitted to SQA on the same day as the entry and result is processed to avoid being charged for these units,
- 4 A separate form should be completed for each student, however if you are claiming more than one exemption for the same student these can be submitted on the same form,
- 5 A list of suggested available exemptions can be found on our website at www.sqa.org.uk/clc.

When you have finished:

Please send your completed form and evidence of achievement by e-mail to candidate.records@sqa.org.uk or by post to:

Centre Support
The Optima Building
58 Robertson Street
GLASGOW
G2 8DQ

Centre name

Centre number

Contact name

Contact e-mail

Contact telephone number

Student name

Student SCN

Qualification being used for exemption

SQA units you are claiming full exemption from

Declaration

I confirm that, having reviewed the student's prior achievements, all Learning Outcomes have been met and the student is exempt from the above SQA units.

Sign

Date