APPLYING FOR ADVANCED STANDING
FOR COURSEWORK SUBJECTS
(WITH OR WITHOUT CREDIT)

**Advanced standing:** exemption from a required subject or subjects, with or without credit points, granted in relation to a course of study on the basis of studies completed outside that course and/or the University.

This document outlines the processes in place at the Melbourne School of Population and Global Health for the granting of Advanced Standing from core and elective subjects.

**Applying for Advanced Standing (Without Credit):**

Within the Master of Public Health students who have a minimum of 2 years documented public health work experience will be granted 50 points advanced standing (without credit) and will be automatically exempt from the core subject Foundations of Public Health. If you feel you meet this criterion you must provide a referee report and detailed evidence of your work experience in your Curriculum Vitae (CV). We request that you provide the referee report and resume in the process of applying for your course and the amount of advanced standing offered will be considered in the selection process.

Students who do not fall into the above category can request advanced standing (without credit) for specific subjects based on their previous knowledge and work experience in the subject area and will generally be required to sit an exemption examination. Such a request must be submitted to the subject coordinator at least two weeks prior to the start of the subject and evidence (e.g. CV or professional reference) of prior work experience in the subject area must be provided before a student is deemed eligible to sit for an exemption examination. The exemption examination may take the form of an exam or an assignment. If a 70% or above is achieved in the exemption examination, an exemption without credit points will be awarded. An exemption without credit requires that an additional elective subject of equivalent points must be taken to achieve the points required for the degree.

**Advanced Standing (With Credit)**

Subject exemptions based on previous equivalent level tertiary study.

If a student has undertaken previous tertiary study at an equivalent level (i.e. previous study undertaken at a Masters level) in a relevant area they may be eligible for a reduction in the credit points required to complete the degree. This credit may be offered for previously completed or incomplete degrees.

An *exemption with credit* will be offered if the subjects completed are equivalent in level and content to specific subjects offered within the MSPGH degree.
**Unspecific subject credit** will be offered if the subject content in the previous degree is based in public health but does not directly correspond with the a specific MSPGH subject.

Exemptions with credit based on previous tertiary study will not be offered if:
- the content of the previous tertiary study is considered out of date (often 10 years or more but may be a shorter time frame depending on the subject);
- the previously completed subject was not passed; or
- the previously completed subjects were not at an equivalent level (i.e. not Masters level).
- the amount of credit points for a student with *incomplete or completed* prior studies enrolling exceeds 50% of the credit points required for the award, or 100 points, whichever is the lesser.

For further details regarding offers of exemptions from subjects with credit points on previous equivalent level tertiary study please see:

https://policy.unimelb.edu.au/MPF1037

If you wish to apply for Subject exemptions based on previous equivalent level tertiary study please submit the Advanced Standing Application located at:

http://sph.unimelb.edu.au/resources/current_coursework_students/policy