



LANGUAGE CENTRE REVISED EXEMPTION CRITERIA 2021

ENGLISH FOR ACADEMIC PURPOSES	LEA 3519
ENGLISH COMMUNICATION AND STUDY SKILLS	LCE 3419
ENGLISH FOR GENERAL COMMUNICATION	LEG 2410
ENGLISH COMMUNICATION FOR CERTIFICATE PURPOSES	CEC 1310
ACADEMIC WRITING FOR POST-GRADUATE STUDENTS	UAE 4819/5819/6819

The Language Centre Exemption Criteria are to be used and followed by the Office of Registrar and ALL Faculties.

POLICY AND PROCEDURE FOR GRANTING EXEMPTIONS FROM COMMUNICATION AND STUDY SKILLS IN ENGLISH (CSSE) COURSES

The following document outlines the policy and procedure for granting exemptions from English modules used at the Language Centre, UNAM.

INTRODUCTION

An **exemption** is issued on application to prospective students who have obtained a Senior Certificate/Grade 12/University qualification which meets the entry requirements to study at the University of Namibia. This could be a specific qualification, subject, or grade, or a certain grade in a certain subject (or subjects) relevant to the course you are applying for.

Students are required to produce the original documents or certified copies of qualifications, course outlines (when applying for exemptions for courses completed at another institution) when applying for exemptions.

Academic records of courses/modules obtained must be attached.

A copy of the syllabus/course outline for the year which the course was obtained must be included.

EXEMPTION: A student is exempted from doing a module that s/he has already completed at UNAM or another institution.

CREDIT: A student is credited for a module, if an equivalent module has been completed at UNAM or another institution.

RATIONALE

The Exemption criteria are reviewed and revised on a continuous basis. Students would be placed into different streams according to the grades they obtained in English at secondary school. The practice of accepting grades from secondary school is applicable to all other academic departments at UNAM.

In the case of courses done at other institutions students should submit a syllabus and course outline or study material to enable the Language Centre staff to make informed decisions about exemptions from those courses.

SYSTEMS AND GRADES	EXEMPTED FROM:	MODULES TO BE SELECTED:
NSSC/HIGCSE English First Language - 1, 2, 3, 4)	LEG 2410 and LCE 3419	LEA 3519
NSSC/IGCSE English First Language A, B, C	LEG 2410 and LCE 3419	LEA 3519
NSSC/IGCSE English First Language D and below	None	LEG 2410 and LEA 3519
NSSC/HIGCSE English Second Language 1, 2, 3,	LEG 2410 and LCE 3419	LEA 3519
NSSC/HIGCSE English Second Language 4	LEG 2410	LCE 3419 and LEA 3519
NSSC/IGCSE English Second Language A, B	LEG 2410 and LCE 3419	LEA 3519
NSSC/IGCSE English Second Language C	LEG 2410	LCE 3419 and LEA 3519
NSSC/IGCSE English Second Language D and below	None	LEG 2410 and LEA 3519
RSA: Senior Certificate Higher Grade (HG)/ Cape Education (HG) /NSC / IEB 7 = 80-100% = A 6 = 70-79% = B 5 = 60-69% = C 4 = 50-59% = D	LEG 2410 LCE 3419	LEA 3519
RSA: Senior Certificate Higher Grade (HG) / Cape Education (HG)/ NSC/IEB 3 = 40 -49% = E	LEG 2410	LCE 3419 and LEA 3519
RSA: Senior Certificate Standard Grade (SG)/ Cape Education (SG) A & B	LEG 2410 LCE 3419	LEA 3519
RSA: Senior Certificate Standard Grade (SG)/ Cape Education (SG) C	LEG 2410	LCE 3419 and LEA 3519
RSA: Senior Certificate Standard Grade (SG)/ Cape Education (SG) D	None	LEG 2410 and LEA 3519
A-Level English (GCE – A, B, C, D, E)	LEG 2410 and LCE 3419	LEA 3519
A-Level (GCE- N or O or Subsidiary)	LEG 2410	LCE 3419 and LEA 3519
O-Level English (GCE –A , B) A=1= Distinction B=2 = Credit	LEG 2410 and LCE 3419	LEA 3519
O-Level English (GCE - C) C=3 = Credit	LEG 2410	LCE 3419 and LEA 3519
O-Level (GCE -D) D=4 = Pass	None	LEG 2410 and LEA 3519
Students who passed English Foundation (ENF1100) at the Oshakati Campus	LEG 2410	ULCE 3419 and ULEA 3519
Students who have done CSSE as a year module and passed the module.	LEG 2410 LCE 3419	LEA 3519
Students who passed an English Communication Module at a College level (Ogongo and Tsumis, all former Colleges of Education such as Windhoek, Rundu, Katima Mulilo and Ongwediva, and Theological Centres, etc).	LEG 2410 LCE 3419	LEA 3519
Students who passed Practical English at UNAM (from None- Anglophone countries).	LEG 2410 LCE 3419	LEA 3519
Students who have passed modules with Business English (Spoken Business English, English short course, Professional Presentation), Literacy & Communication Skills– One or Two Years at IUM	Plus Grade 12: E-G symbol D- symbol C- symbol	EG 2410 and LEA 3519 LCE 3419 and LEA 3519 LEA 3519
Students who have passed modules with Business English (Spoken Business English, English short course, Professional Presentation) for two years background at Damelin/	LEG 2410	LCE 3419 and LEA 3519
Students who passed English 1 (2 semesters) at International Training College Lingua (NQF Level 3) NQF Credits = 24	None	LEG 2410 and LEA 3519
Communication and Academic Communication Skills 1 (EACS11) & Academic Communication Skills 2 (EACS12) at IOL	None	LEG 2410 and LEA 3519

SYSTEMS AND GRADES	EXEMPTED FROM:	MODULES TO BE SELECTED:
Institute of Bankers (NQF Level 6 and 7)	None	Leg 2410 and LEA 3519
Students who passed Communication 1 or Communication 2 (old system) OR Modules 1-4 (new system) OR Modules 5-6 or Professional Writing or Professional Communication at the Polytechnic of Namibia / NUST	LEG 2410 LCE 3419	LEA 3519
Students who passed Language in Practice (LIP 411S) or Principles of language Use (PLU 411S) at the Polytechnic of Namibia./NUST	LEG 2410	LCE 3419 and LEA 3519
Students who passed English in Practice (LPB 0320)/EPR511S) at NUST	LEG 2410 LCE 3419	LEA 3519
Students who passed Communication Skills (CSK 0420) at the Polytechnic of Namibia/NUST.	LEG 2410 LCE 3419	LEA 3519
Students who passed the EGC 0100 and ECN 0100 or UCG 2110, UCR 2110 and UCN 2110,	LEG 2410 LCE 3419	LEA 3519
Students who passed English for Academic Purpose (EAP511S) at the Polytechnic of Namibia/NUST	LEA 3519	FULL EXEMPTION
Students who passed CSS0101 (Introduction to English 1) and CSS0102 (Introduction to English 2 , (2001), CSS0103 (2001)	LEG 2410 LCE 3419	LEA 3519
UCG3119 and UCE3119 and UCA 3119 (2005)	LEG 2410 and LCE3419	LEA3519
Law Students (ULCL 3619)	LEG 2410 and LCE 3419	LEA 3519
Students who passed English Advanced level the Language Centre, University of Namibia	None	LEG 2410 and LEA 3519
Access Students	LEG 2410	LCE 3419 and LEA 3519
Mature Age (40%-59% pass mark)	None	LEG 2410 and LEA 3519
Mature Age (60%-69% pass mark)	LEG 2410	LCE 3419 and LEA 3519
Mature Age (70%-90% pass mark)	LEG 2410 and LCE 3419	LEA 3519
Certificate Students E –symbol	None	LCEC 1310, LEG 2410 and LEA 3519
Certificate Students D –symbol	CEC 1310	LEG 2410 and LEA 3510
Certificate StudentsC –symbol	LEG 2410	LCE 3419 and LEA 3519
*TOEFEL (American) and ELTS (British)	LEG 2410 and LCE 3419	LEA 3519
University of Zambia Academic Writing (ELL/LAL 115)	LEA 3519	FULL EXEMPTION
Univ. of Stellenbosch. Scientific Skills 172 Year-course	LEA 3519	FULL EXEMPTION
Univ. of Potchefstroom. Academic Literacy Year-course AGLA 121	LEA 3519	FULL EXEMPTION
University of Pretoria: Language and Study Skills- Academic Literacy. Semester Course. LST 110	LEA 3519	FULL EXEMPTION
UNISA (English for Academic Purposes) ENN103F	LEA 3519	FULL EXEMPTION
Univ. of the Free State English Academic Language Course: ALC 10	LEG 2410 and LCE 3419	LEA 3519
Univ. of the Free State English Academic Literacy for Law: EALL1508	LEA 3519	FULL EXEMPTION
Cape Peninsula University of Technology	lea 3519	FULL EXEMPTION
NAMCOL: English for General Communication (1901) (Apply from 2016)	LEG 2410	LCE 3419 and LEA 3519
NAMCOL: English Communication Course (1706)	None	LEG 2410 and LEA 3519
Bischofliches Pius-Gymnasium Aachen: English (Major subject) Points: 13-15 Very Good	LEG 2410 LCE 3419	LEA 3519
International Baccalaureate: The IB Diploma: Windhoek International School English A Lang & Literature (Higher Level): 7 6 5 4 3	LEG 2410 LCE 3419	LEA 3519

SYSTEMS AND GRADES	EXEMPTED FROM:	MODULES TO BE SELECTED:
International Baccalaureate The IB Diploma :Windhoek International School English A Lang & Literature (Higher level): 2	LEG 2410	LCE 3419 LEA 3519
International Baccalaureate The IB Diploma :Windhoek International School English A Lang & Literature (Higher level) : 1	None	LEG 2410 LEA 3519
Students with Post-Graduate Qualifications who register for Undergraduate qualifications(MA; MEd; PhD)	LEA 3519	FULL EXEMPTION
Students with: *Masters in English/Linguistics *Masters in Communication or any relevant field of study *Mini-Thesis *Masters by Dissertation *If ONLY Coursework- A minimum of One Publication *PhD	UAE 4819/ UAE5819/ UAE6819	FULL EXEMPTION

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