If you have previously studied elsewhere and your studies were completed at the same academic level as OU modules, we may be able to award you credit transfer towards an OU qualification: this will reduce the number of OU modules you have to study to complete your OU qualification. You need to decide which OU qualification you wish to study for with us before you can apply for credit transfer.

This factsheet tells you about transferred credit from elsewhere into this particular OU qualification.

Please note that:
- We can only confirm how much credit you can be awarded once you have made a formal Credit Transfer application which has been considered by an OU assessor.
- Your previous studies must be at the same academic level, and carry at least as many Credit Accumulation and Transfer (CATS) points, as the OU study from which you are to be exempted. More details about CATS points and levels can be found on our website at www.open.ac.uk/credit-transfer.
- We will award you as much credit transfer as possible, but this may be less than the maximum available towards this OU qualification. This is because the amount of credit transfer you can be awarded depends on several factors (such as the number of credits you achieved and how closely your previous study matches the OU modules).

Credit transfer towards the Postgraduate Diploma in Childhood and Youth Studies (Qualification code E93)

Maximum credit transfer available towards this qualification
The maximum number of credits that can be transferred towards this qualification is shown in the table below. The award of credit will be determined when your application for credit transfer has been assessed. Due to the size of the modules in this qualification, your previous study must be a minimum of 60 credits (at Master’s degree level) to be considered.

<table>
<thead>
<tr>
<th>Degree component</th>
<th>Type and amount of possible credit transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>60 Credits - group 1 Compulsory module</td>
<td>60 Credits of General Credit Exemption</td>
</tr>
<tr>
<td>60 Credits - group 2 Compulsory module</td>
<td>No Credit Transfer Available</td>
</tr>
<tr>
<td>Maximum credit towards this qualification</td>
<td>60 credits</td>
</tr>
</tbody>
</table>
Types of credit transfer
There are two types of credit transfer: **module exemption** and **general credit exemption**. The table on page 1 shows which type/s can count towards this qualification.

**Module exemption:** means that you have been exempted from a particular OU module in recognition of your previous study. Your prior study must be at, or equivalent to, the UK academic level of the OU module/s you are being exempted from, and considered to be broadly in-line with the learning outcomes of your chosen OU qualification. Your Credit Transfer Award will specify which OU module/s you have been exempted from studying towards your chosen OU qualification.

**General credit exemption:** means that you have been exempted from studying the specified amount of credit at the given academic level towards this OU qualification. This type of credit transfer is awarded if your previous study is at, or equivalent to, the UK academic level of the OU module/s concerned and is considered relevant to this OU qualification in terms of subject and/or skills development. This type of credit transfer differs from module exemption in that it does not exempt you from any particular OU module/s. Your Credit Transfer Award will indicate the number of credits you have been exempted from, and at what level/s, towards specific components of the qualification.

Time limits towards this qualification
The credit required from OU Modules towards this qualification must be obtained during a period not exceeding four years. This period commences from the received date of your credit transfer application.

Age of previous study
The maximum age of previous study which can be considered for an award of credit toward this qualification is 3 years. We will calculate the age of your previous study using the date we receive your completed application with all required supporting documentation.

Study for which you could be awarded credit transfer
You can apply for credit transfer towards this OU qualification if you have eligible previous study shown on our website that was completed at a postgraduate level [www.open.ac.uk/credit-transfer](http://www.open.ac.uk/credit-transfer). Study completed at an undergraduate level cannot be transferred to this qualification.

When we assess your application for credit transfer we will look at how similar the study you completed is to the OU modules in this qualification.

How much credit you are awarded is likely to depend in part on how closely the subjects of your previous studies match those of the modules in this qualification. If your previous study is in an unrelated subject area we will not be able to award you credit transfer towards this qualification. To read about the subjects covered in this qualification visit the qualification description at [http://www.open.ac.uk/postgraduate/qualifications/e93](http://www.open.ac.uk/postgraduate/qualifications/e93).

What do I need to provide with my application?
Every application must be supported by original hardcopy evidence, usually in the form of an academic transcript and/or a certificate. Please see the application form and the FAQs on our website for more information about the evidence you will need to provide.

For applications towards this qualification you will also need to provide syllabus information in order that the academic expert can map how closely your previous study matches that of the OU modules in the qualification. Your academic transcript will provide a list of the modules or units you completed, but syllabus information provides a detailed description of the content of each of those modules, often about a paragraph per module/unit. If you do not provide syllabus information we will be unable to assess your previous study towards this qualification.
Unique study rule

For each OU qualification, you must include an amount of OU study that is unique to that particular qualification (credit from study completed at the OU which has not previously been counted towards another OU qualification). Full details are given in the degree regulations, in the Qualification Regulations section of the qualification description: [http://www.open.ac.uk/postgraduate/qualifications/e93](http://www.open.ac.uk/postgraduate/qualifications/e93).

Further information you will need

- To find out more about credit transfer, and to download a Credit Transfer application form, visit our Credit Transfer website: [www.open.ac.uk/credit-transfer](http://www.open.ac.uk/credit-transfer). This site also tells you what previous study can be used for credit transfer and explains in detail how the application process works.
- You should read this Credit Transfer factsheet in conjunction with the qualification description which can be found at: [http://www.open.ac.uk/postgraduate/qualifications/e93](http://www.open.ac.uk/postgraduate/qualifications/e93), which
  - Contains the University regulations
  - Gives information on the structure of your chosen OU qualification

If you require a version of these notes in an alternative format, such as large print, please contact us.

This factsheet has been prepared by the Credit Transfer Centre, The Open University, PO Box 80, Milton Keynes, MK7 6AS.

You are welcome to contact us regarding your application for credit transfer, however please note that we are unable to advise you how much credit transfer you could be awarded before we have assessed your formal application. You may find that your query has already been answered at [www.open.ac.uk/credit-transfer](http://www.open.ac.uk/credit-transfer).

E-mail: credit-transfer@open.ac.uk  Website: www.open.ac.uk/credit-transfer

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