CAN I GET AN EXEMPTION FOR
MY TOURISM
INDUSTRY YEAR PLACEMENT?

DO I MEET THE CRITERIA TO APPLY FOR AN
INDUSTRY YEAR EXEMPTION?

HAVE I:
* undertaken continuous employment for 12 months or longer, with 1 or 2 Tourism employers during this time?

DO I MEET THE CRITERIA TO APPLY FOR A
ONE SEMESTER EXEMPTION?

WT311
HAVE I:
* undertaken continuous employment for 6 months or longer, with 1 Tourism Industry employer during this time?

NOTE:
1. Continuous employment is based on a 30 hour week.

2. Tourism Business = attraction, festival & events companies, tourist commission, tourist office, local/government councils, some government departments, industry associations and organisations, airports, airlines, railways, coach companies, shipping, hire cars, limousines, tour operators, historic & national trust properties, island resorts, resorts & hotels that provide information or services to tourists and travellers, retail & wholesale travel agents, marketing, departments or companies whose main client base consists of tourists or the tourism or travel industry, tourism consultants, conference organisers, convention centres, environmental or cultural organisations or businesses and others.

3. Mature age students may also apply for an exemption, based on extensive experience in managerial roles in related industries.

If you answered YES to the above statements, then you may apply for an exemption, by following the instructions on the reverse side of this sheet.

Judi Moore
Industry Co ordinator
Dept Hospitality, Tourism & Leisure

EXEMPTION CRITERIA (WT311 & WT312)

February 25, 2002
TOURISM

INDUSTRY PLACEMENT EXEMPTION
Bachelor of Applied Science
(Tourism Management)

Industry Placements

EXEMPTION DEADLINES
Placements Mid Year - submit by 31st May
Placements Next Year - submit by 31st October this year

CRITERIA
The student must demonstrate an on going participation in professional employment, and the work performed must be regarded as professional by the Tourism Industry.

HOW TO APPLY
Students can apply for exemption by providing the following:

1. Written Statement
   (a) demonstrating that the work involved professional tasks and responsibilities. ie: a detailed position description
   (b) demonstrating that the student understands the organisational structure and operation of the business.
   (c) demonstrating that the student understands the key issues that could impact on the particular part of the industry in which they worked.

2. Documentation
   Student must submit documentation which demonstrates the students employment status. ie: an employment contract, a letter from the employer, a reference from the employer.

3. Subject Exemption Form
   Attach an "Application for Single Subject Exemption Form", to the written statement & documents.

4. Submit Application
   Please submit application to
   Ms Judi Moore
   Level 3, 555 Latrobe St, Melbourne
   (Cnr King & La Trobe Sts)
   Ph: 9606 3632 Fax:9606 3601
   Email: judi.moore@rmit.edu.au

If you wish to discuss your eligibility for exemption you may contact Judi Moore on 9606 3632 prior to submitting your application. Once submitted, the application is assessed and then reviewed by the course co-ordinator and their teams.

Judi Moore
Institute Co-ordinator
Dept Hospitality, Tourism & Leisure

EXEMPTION CRITERIA (WT311 & WT312) February 25, 2002