## **Board of Surveying & Spatial Information**

## Town Planning Examination Exemption Request Form



Candidates must ensure that the project presented to the Board meets the requirements set for that project in the examination determination before attempting the examination. If a candidate is unsure about their project, they should seek advice from their mentoring surveyor. Candidates must have any project that does not strictly meet the requirements outlined in the determination pre-approved by the Board. If an exemption application is approved the candidate must bring a copy of this application and approval to the examination to be presented to the examiners.

The approved project/s must comply with the requirements of the examination determination and must have been undertaken by the candidate under the mentorship of a mentoring surveyor in the two years immediately preceding the date of the exam. If the project is outside the prescribed time frame, the candidate may apply to BOSSI to have this requirement waived. BOSSI may at its absolute discretion accept or reject an application and apply conditions to any acceptance.

This form is for minor deviations from the determination requirements only. Relevant supporting information must be provided with your exemption request.

1.	Candidate Name:	
2.	Candidate ID Number:	
3.	Project Description: (site location, number of lots, other relevant information to describe project)	

4.	Project exemption request is for the following criteria:
	The project will involve preparing a proposal for a significantly large development in an urban, rural or industrial area which meets the provisions of the relevant planning instruments and other planning requirements. Ideally the project will be one on which the candidate has had some professional involvement whilst undertaking their practical experience.
	A project of suitable complexity will generally assist the candidate to demonstrate competence, thus avoiding the need for assessors to also rely on questions of a more general nature.
	As a guide the following subdivisions sizes are considered suitable:
	Conventional residential subdivision 20 hectares or 50 lots
	Rural subdivision 50 hectares or 20 lots
	Industrial subdivision 20 hectares or 20 lots
	Candidates should discuss this project with their mentoring surveyor and other professionals, and also note these discussions, along with any comments. Candidates should seek relevant data from councils and government agencies for their project.
5.	Summary of exemption, including justification why exemption should be provided:
6.	Supporting information/files are supplied with my application:
7.	When are you anticipating undertaking this examination:
8.	Have you sought advice from your mentor surveyor?
9.	Mentor Surveyor Name:
Si	gnature Candidate: Date:
Si	gnature Mentor: Date: