

Procedures for Transfer from PGCE (FT) to PGCE (PT)

- Students should duly fill in and sign the [Application form for Programme Transfer from PGCE \(FT\) to PGCE \(PT\)](#) and send same to the Registrar for approval. (Scanned signed copy to be sent by email on registrar@mie.ac.mu or signed hard copy to be submitted to the Registrar's Office, Level 7, MIE Tower, Redit.)
- Students should have completed at least one semester successfully (passed all modules) so that their requests can be considered.
- The reason for the request for transfer should be indicated in the application form and evidence should be provided.
- The Registrar will direct the request to the Programme Coordinator who will hold a Programme Committee with the Course Coordinators, Quality Assurance Coordinator and Head of Examinations Section for approval.
- For exceptional cases, request for transfer will be examined on a case-to-case basis by the Programme Committee.
- The recommendations will be approved at the level of the Programme Committee and sent to the Registrar for implementation at the Teacher Education Section.