

# PROGRAM CHANGE REQUEST (For International Students ONLY)

**Submit this form to any Student Centre**



**DUE DATE FOR SUBMISSION:** Please lodge this application immediately after finalisation of results. Applications will not be accepted after close of business on the Friday prior to commencement of Orientation Week in the semester in which you wish to commence the new program.

The result of your application will be emailed to your student email account within 2-4 weeks

Student Number				Family Name			Given Names			
Contact Telephone Number _____										

<b>Current Program:</b> (eg. BA)		<b>New Program:</b> (eg. BA/Bed)		<b>Majors in new program:</b> (if applicable)*	
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**PROPOSED COMMENCEMENT OF NEW PROGRAM:**

(Semester & Year – eg. Sem 1, 2010)

Semester: _____	Year: _____
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DO YOU WISH TO CLAIM MAXIMUM CREDIT FOR PREVIOUS STUDIES?  Yes  No (please provide details)

*Once a decision has been made to grant credit or an exemption, the Executive Dean cannot rescind the decision in the absence of a patent error or fraud.*

ARE YOU A SCHOLARSHIP OR SPONSORSHIP HOLDER?  Yes  No

SCHOLARSHIP/SPONSORSHIP PROVIDER \_\_\_\_\_

EXPIRY OF SCHOLARSHIP/SPONSORSHIP (DD/MM/YYYY) \_\_\_\_\_

*Please attach evidence from your sponsor approving your change of program.*

<b>Student Signature</b>	<b>Date</b>

**OFFICE USE ONLY**

**Faculty to complete**

Eligible to admit?  Yes  No

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Student Advised?

Eligible for Credit?  Yes  No

Details: \_\_\_\_\_

Name/Position: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**UQ International to complete**

Letter generated?

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name/Position: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\*Compulsory for BA and BSc students

**Privacy Statement**

The information on this form is collected for the primary purpose of processing your request for a change of program. The information you provide will not be disclosed to a third party without your consent unless disclosure is authorised or required by law. For further information please consult the UQ Privacy Management Policy at: <http://www.uq.edu.au/hupp/index.html?page=24999>