Application for Cross Institutional Enrolment at Another University

Submit applications in person to any Student Centre or post to the Faculty which administers your program. Please note that applications may take up to 2 – 4 weeks to process.

Privacy Statement
The University of Queensland complies with Australian and Queensland Privacy Laws. Information collected is treated as confidential and used for administrative and educational purposes only and to keep in touch with you after you graduate. To comply with legal and administrative obligations personal information is supplied to government agencies. Personal information will not be disclosed unless you agree or the law requires disclosure. Personal information may be used to prepare statistical information which is then distributed in a form that does not identify anyone.

1 Personal details

Family Name: ___________________________  Given Names: ___________________________
Student Number: _______________________
UQ Program: ___________________________  Major(s) (if applicable): _______________________

Are you an International Student?  Yes [ ]  No [ ]
I have completed #16 units of study at UQ?  Yes [ ]  No [ ]

2 Course details

Host institution for cross-institutional study: (Attach application from other University)
________________________________________________________________________________

Proposed year and semester of study (upcoming semester only – must re-apply for multiple semesters):
Semester: ___________________________  Year: ___________________________

<table>
<thead>
<tr>
<th>Courses at host institution</th>
<th>UQ equivalent courses</th>
<th>Office Use Only</th>
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</thead>
<tbody>
<tr>
<td></td>
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<td>Approval</td>
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<td>Printed name</td>
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Please attach course outlines for each host institution course listed above.

Reasons for applying:
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

Approval is not granted routinely and is usually restricted to substantial grounds such as justifiable academic reasons, relocation for work commitments or compassionate reasons preventing you from attending a class on-campus. Approval will not be granted if the course is offered at The University of Queensland. Please attach any additional supporting documentation for this application.

According to the National code of practice, International students on a Student Visa can take no more than 25% online or distance courses in a program. Each study period must contain at least one internal course.

3 For Office Use Only

Approved [ ]  Not Approved [ ]  Enrolment complies with National Code [ ]  Letter Sent [ ]  SI-net comment [ ]

Authorised Faculty Officer: ___________________________  Date: ___________________________
Printed Name: ___________________________

For more information visit the myAdvisor website:  www.uq.edu.au/myadvisor/cross-institutional-study

Oct 2012