



Application to Vary Course Registration (Course Transfer) – Offshore Partner

INSTRUCTIONS

When to use this form

1. If studying a University of Wollongong (UOW) course with one of our Offshore Partners
2. You wish to transfer into another course

Instructions

1. **Check the closing date for applications with the Administration Unit at your Offshore Partner Institute**
2. Refer to the University Course Handbook for detailed information regarding Vary Course Registration (Course Transfers) <http://www.uow.edu.au/about/policy/UOW058680.html> (Section 6 - Variation of course), and the individual Faculty Handbooks for faculty specific requirements regarding course transfers
3. Ensure you have checked the transfer requirements with the student administration on your campus
4. Limitations apply to advanced standing and are subject to academic approval; refer to the Course Handbook <http://www.uow.edu.au/about/policy/UOW058680.html> (Section 5. Advanced Standing)
5. Return the completed application to the Administration Unit at your Partner Institute
6. Your form will be forwarded to the faculty for approval prior to processing
7. Successful applications to transfer will become effective at the commencement of the following session/intake

PERSONAL DETAILS

Student Number	Last Name	First Name
Course Code	Course Name	Major

COURSE TRANSFER DETAILS

Course Code	Course Name	Major	Credit Points
Campus		Course Transfer commencement Session, Year	

TUITION FEE INFORMATION

Students who transfer from one course to another are liable to pay the fee prescribed for the new course in the year the transfer takes place. For more information regarding the University of Wollongong's Tuition Fees visit:

Offshore students: contact the Administration Unit of your Offshore Partner Institute

International Students: <http://www.uow.edu.au/student/finances/UOW008306.html>

Domestic Students: <http://www.uow.edu.au/student/finances/UOW119071.html>

STUDENT SIGNATURE

I acknowledge that I have read and have accepted the conditions outlined in this form.

Student Signature	Date

APPROVAL

Approved	Yes / No	Associate Dean/Head of Students
Date	Signature	

OFFICE USE ONLY

	Action
Student Type	
Billing Type	
CSS Scheme	