



Request to Transfer UOW Credit to UOWC or Accommodation Services

INSTRUCTIONS

Who should use this form?

Students with credit in their UOW account who would like all or part of this credit to be transferred to University of Wollongong College or Accommodation Services.

What happens once I submit this form?

Your eligibility for a transfer will be assessed based on available funds in your UOW account, required funds for UOWC / Accommodation and your payment obligations for both institutions. For details of UOW Tuition fee responsibilities, refer to the UOW Fees Policy listed at <http://www.uow.edu.au/student/finances/UOW008306.html>.

Note: Completing this form does not guarantee your transfer request will be approved. You will be notified via SOLS of an outcome within 14 working days.

1. Read the attached instructions carefully before completing this form.
2. Print clearly, using a black or blue ballpoint pen.

STUDENT DETAILS

Student Number	Title	Family Name	First Name
Daytime Telephone		Email (Required)	

TRANSFER REQUEST DETAILS

Note: Transferring funds from your UOW account may mean you are required to pay a balance prior to commencing your study with UOW. Refer to your offer letter for details of the full amount due prior to commencement.

Please tick where you wish to transfer credit: University of Wollongong College Accommodation Services

Amount requested for transfer:	AUD\$
Reasons for seeking Transfer:	

DECLARATION AND SIGNATURE

Personal information collected on this form or supplied by you to the University will be treated in accordance with the *Privacy Act 1988* and any relevant guidelines. The information collected is used for the purpose of assisting the University to make an informed decision on your application.

I declare that:

- I wish to apply for a transfer of my University credit to University of Wollongong College.
- I acknowledge that, if this transfer is approved, a balance may be due to UOW prior to commencement.
- I declare that the information I have given on this application is correct.

Student Signature		Date	
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Send your completed form to:

Fees Officer
Student Central
Building 17
University of Wollongong NSW 2522

Australia: 1300 275 869
 International: +61 2 4221 3927
 Fax: +61 2 4221 4322



OFFICE USE ONLY (STUDENTS DO NOT COMPLETE)

FEES OFFICER ASSESSMENT

Credit Held at UOW: AUD\$	As at date:	
Total due to UOW as per student's offer: AUD\$		
Date of commencement with UOW:	Has the student deferred?	Yes / No
Outcome: Approved / Declined		
Transfer to: UOWC / Accommodation Services (Please Circle)		
Approved amount for transfer: AUD\$		
Assessing Officer:	Date:	Signature:
Comments		
Transfer Date:	UOWC Notified Date:	
Transfer Method:	Refund Ref:	
Student Notified Date:	Notified via: SOLS / Email / Phone / Mail	