

# Application for Cross-Institutional Study at Another University

This form is for UOW students who would like to study cross-institutional subjects (face-to-face or online) at another University, to count towards their degree at UOW.

## Important information

- Application deadlines will be determined by the University where you are seeking to undertake cross-institutional subjects.
- Approved applications will receive an official letter from UOW to their UOWmail student email address, which they will be able to provide with their application to the other University.
- After completing your cross-institutional subjects, you will need to supply an official transcript via one of the following methods:
  - A certified transcript emailed to [student-ops@uow.edu.au](mailto:student-ops@uow.edu.au)
  - An original provided in person or by post to [AskUOW](#)
  - A digital My eEquals transcript link emailed to [student-ops@uow.edu.au](mailto:student-ops@uow.edu.au)
- If you are an international student under 18 years of age, you will need to obtain permission from your parent or guardian to undertake this study. Please contact [AskUOW](#) to obtain an International Student Guardianship Form.
- If this is your final session of study, your degree conferral and graduation may be delayed if the other University is not able to provide you with an official transcript by relevant UOW completion deadlines. Key dates are available here [www.uow.edu.au/student/dates](http://www.uow.edu.au/student/dates). You can check with the other University on the release dates for official transcripts.

## Instructions

1. Complete all sections of this form
2. Attach subject description/s for the subjects you are intending to study at the other University
3. If you are an international student under 18 years of age, contact [AskUOW](#) to obtain an International Student Guardianship Form.
4. Return the application and supporting documents to: [askuow@uow.edu.au](mailto:askuow@uow.edu.au)

# Application for Cross-Institutional Study at Another University

## 1. Student Details

First Name \_\_\_\_\_ Surname \_\_\_\_\_

Student Number \_\_\_\_\_ DOB \_\_\_\_\_

## 2. Details of Cross Institutional Study

University delivering subjects?

Subject Code	Subject Name	Start Date

## 3. Reason for seeking cross institutional study – Attach statement if needed

## 4. Attachments

- Subject descriptions for subjects you are seeking to study at another university
- For international students under 18 years of age: International Student Guardianship form

## 5. Student Declaration

By submitting this form, I declare that I have read and accepted the information outlined in this form.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

## 6. Faculty Approval

Host University subject code	Approved	Specified or unspecified credit to apply upon successful completion	Assessor Name + Title	Date
	YES/NO			
	YES/NO			
	YES/NO			
	YES/NO			

Approver Name\* \_\_\_\_\_ Approver Title\* \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

\*Head of Students (or delegated authority as per the [University Delegations of Authority Policy](#))

*Approver, please return the completed form by assigning the case in CRM to 'UOW – Student Enrolment'!*