



Student and Accommodation Services Division

Undergraduate Course Transfer Application

This form should be submitted by undergraduate students intending to transfer to another course or campus, including transfers from a double degree to a single degree. Please download and save this form to your computer before completing (do not print this form).

Completed forms should be emailed to askuow@uow.edu.au

Before submitting your form:



Check your eligibility

Ensure you are eligible for the course you are applying to transfer to. Specific requirements can be found for: [ASSH](#) | [SMAH](#) | [LAW](#)



Consider fee changes

If your transfer is successful, you will be liable to pay the applicable fees for your new course for the commencing year. For more information please refer to uow.edu.au/student/finances/.



Credit Transfer

Limitations apply to credit transfers and are subject to academic approval. Refer to the [Credit for Prior Learning Policy](#) for further information.



Variation of Course

For more information regarding Variations of Courses, refer to the [Coursework Rules](#).

Student Details

First Name

Last Name/
Family Name

Student ID

Phone

Current Course Details

Current Course

Course Code

Major

Campus

Course Transfer Preference

New Course
Name

Course Code

Major

Campus

Minor

Commencing
Year/Session

Credit Transfer Application

Would you like to apply for subjects completed under your current course to be applied as credit under your new course?

No → If 'No', continue to 'Sponsored Students' section.

Yes → If 'Yes', only core subjects completed under your current degree will be transferred if those subjects are a core subject of your new course.

If you would like electives applied as credit to your new course, please nominate on the next page.

Credit for Electives

Please nominate which elective you would like transferred as credit to your new degree.

Each subject will be assessed by a delegated authority and are subject to academic approval (i.e. not all subjects may be approved).

Subject Code	Subject Name	HoSts Approval				Subject Code	Subject Name	HoSt Approval			
		Yes	No	Specified	Unspecified			Yes	No	Specified	Unspecified
1						5					
2						6					
3						7					
4						8					

Sponsored Students

This section is to be completed by international students with an approved official agreement between a sponsor and UOW. Do not complete if you have a private sponsorship arrangement. Continue to 'Student Declaration' if you are not a sponsored student.

You are responsible for obtaining approval from your sponsor prior to changing your course and must provide a new Financial Guarantee approved by your sponsor. You will not be able to enrol in your new course until a Financial Guarantee has been provided for your new course.

Sponsor Signature

Financial Guarantee attached? Yes No

Student Signature

Student Declaration

- I have read and understood the Variation to Course under the [UOW Coursework Rules](#).
- I understand that if my transfer is approved, my fees may be different and that I am liable for the fees of my new course (in the year that I commence).
- I understand that credit transfers for subjects that I have already completed are subject to limitations and academic approval.
- I understand that if my application is submitted after the start of session, my application may not be processed until the subsequent session/intake.
- I understand that if I knowingly make false or misleading statements, I may be liable for prosecution.
- I acknowledge that I have read and accepted the terms outlined on this form.

International Sponsored students only

- I have obtained approval from my sponsor and attached a new Financial Guarantee from my sponsor for my new course.

Student Signature

Date

Academic Approval

Course transfer approved? Yes No

If 'Yes', please nominate commencing session/year

Approver Name

Approver Signature

Office Use Only

Sponsored Student? Yes No

Billing Type

CSS Scheme