

**SCHOOL OF EDUCATION
FACULTY OF EDUCATION & ARTS
APPLICATION TO STUDY 60 UNITS IN ONE SEMESTER**

YOUR RESPONSIBILITIES:

- Enrol into 50 units via the MyHub system before submitting this application form
- Attach an unofficial transcript from the MyHub system to this application form
- Check that this course will count towards your current program: <http://www.newcastle.edu.au/program/> .It is a breach of University Rules and HECS regulations (where applicable) to enrol in any course which will not count towards your program
- Timetabling is your own responsibility
- Arrange any tutorial registrations required

PLEASE NOTE:

- This form is only applicable to School of Education students within the Faculty of Education & Arts
- This application form must be submitted before the census date. Normal late enrolment procedures apply after the first two weeks of semester (refer to the Application for Late Enrolment form)
- The standard full-time load is 40 units per semester, including cross institutional study
- Enrolment in more than 40 units per semester cannot be used as grounds for special consideration
- You will be advised of the outcome of this application via your NUmail only
- If your application is successful, Admissions & Enrolments will enrol you in this course. This does not include enrolment in tutorials- please refer to your responsibilities above
- You will not be enrolled in this course if you have outstanding debts owed to the University (or its partner).

PERSONAL DETAILS- PLEASE PRINT

Student Number:	Program:
Family Name:	Telephone:
Given Name(s):	NUmail: @uon.edu.au

DETAILS OF COURSE IN WHICH YOU ARE SEEKING ENROLMENT

Course Code: <small>eg EDUC1008</small>	Course Title:
Campus:	Semester:

Reason for Application (attach statement if space is insufficient):

Have you ever been identified as 'At Risk' of failing to maintain satisfactory progress? Yes No

Are you an International student? Yes No

If Yes, have you ever been on an Intervention Strategy? Yes No

I have read the above & acknowledge my responsibilities & the conditions under which this application will be processed.

Student Signature:

Date:

WHEN COMPLETE, PLEASE SUBMIT TO YOUR PROGRAM CONVENOR (see a Student Hub for assistance if required)

FACULTY RESPONSE

Program Convenor

Response from Program Convenor: Recommended Not Recommended

Comments:

Program Convenor Name:

Signature:

Date:

Please forward form to the Head of School

Head of School

Response from Head of School: Approved Not Approved

Head of School Name:

Signature:

Date:

Please forward form to Admissions and Enrolments, Student Services Centre, Callaghan Campus.

ADMISSIONS AND ENROLMENTS

Enrolment request processed by:

Date:

Email notification to student by:

Date: