

B PSYCHOLOGY INTERNAL TRANSFER APPLICATION FORM



THE UNIVERSITY OF
NEWCASTLE
AUSTRALIA

This form is for use by B Arts, B Science, B Social Science, B Aboriginal Professional Practice,
B Arts/Science and B Laws/Science students who wish to transfer to the B Psychology as a result of
Psychology Accreditation Changes.

Please read the **Eligibility Criteria** on the back of this form before submitting your application.
This form is not to be used by students studying offshore.

CLOSING DATE: 1 December 2011

PROCESSING TIME: The processing of applications and notification of outcomes will commence after
13 December 2011 Release of Semester 2 grade date. Please note: it may take several weeks after this date to complete assessment of all applications.

Applications will not be processed unless all details are filled out clearly and the form signed and dated.

Are you an INTERNATIONAL STUDENT? YES NO

NOTE: If YES, a fee may apply. Please see overleaf for details.

PERSONAL DETAILS - PLEASE PRINT		CURRENT ENROLMENT - PLEASE PRINT		
Student Number:		Program Name and Code:	<input type="checkbox"/> B Arts (10435)	
Family Name:			<input type="checkbox"/> B Social Science (10716)	
Other Name(s):			<input type="checkbox"/> B Science (10323)	
Date of Birth:			<input type="checkbox"/> B Arts/Science (10436)	
Mailing Address:		<input type="checkbox"/> B Laws/Science (10778)	<p align="center">NOTE: Please do not enrol in any 2012 courses until your transfer has been processed. You will be advised by email when this is complete</p>	
		<input type="checkbox"/> B Aboriginal Professional Prac (12242)		
		Campus:		
	Postcode:			
Telephone (Home):				
Telephone (Mobile):				
Email Address (must be student email address only):		PROGRAM TRANSFERRING TO - PLEASE PRINT		
	@uon.edu.au	Program:	B Psychology (11394)	
		Campus:		
		Faculty:	Science and IT	
		Semester	Semester 1 2012 ONLY	

DECLARATION

I hereby apply for admission in accordance with the Act, By-law, and Rules of the University of Newcastle and declare:

- I have read the policy in regard to Internal Transfers Procedure 000585 at www.newcastle.edu.au/policylibrary/000585
- I certify that to the best of my knowledge all documentation and information submitted or made available by me to the University, whether in relation to any course of study or otherwise (the "information"), is true, accurate and complete.
- I consent to the collection, storage and disclosure by the Universities Australia (UA) or any UA Member Institution of a record of any such information or any other irregular activity that may be considered to be untrue or misleading in any respect.
- I understand that any record stored or disclosed according to this system may contain personal details about me from which I may be identifiable.
- I further understand that refusal or failure to sign this declaration, as written, may result in cancellation of my application.
- I understand that if I am a sponsored student, or I am studying at the University on a scholarship, that it is my responsibility to inform my sponsor/scholarship provider of any revised study duration, and seek their approval for this change of my program.

Signed: _____ Date: _____

OFFICE USE ONLY

ASSESSMENT			Assessment Outcome	Eligible	Ineligible
Empl ID					
PROCESSING Admin Officer	Sign	Date	ADD APP/APP No		Date
DROP/ENROL	Sign	Date	ADMIT/MATRIC	Sign	Date
TUT CALC	Sign	Date	Term Activate/ COHORT	Sign	Date
VDIS/TRAP/Campus Change	Sign	Date	Confirmation Email	Sign	Date

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ELIGIBILITY CRITERIA:

The opportunity is restricted to the following categories:

CONTINUING STUDENTS:

This form is for use by B Arts, B Science, B Social Science, B Aboriginal Professional Practice, B Arts/Science and B Laws/Science students who wish to transfer to the B Psychology as a result of Psychology Accreditation Changes. The opportunity to transfer internally to the B Psychology is only available for Semester 1 2012. All other applications for transfers for domestic students need to be made through Universities Admissions Centre (UAC).

Closing Date for Continuing Students:

You must apply by 1 December 2011

APPLICATION INSTRUCTIONS:

If your application to transfer is successful your degree name on myHub will change. It is your responsibility to ensure that you enrol in the correct courses for your new program.

ASSESSMENT CONDITIONS:

Approval of transfer applications will depend on the availability of places in the substitute program, and the applicant meeting the required cut-off and any special selection criteria for the substitute program. The processing of applications and notification of outcomes will commence after 13 December 2011 Release of Semester 2 grade date. Please note: it may take several weeks after this date to complete assessment of all applications.

COMMONWEALTH ASSISTANCE FORM (eCAF):

Domestic Students: If your application is approved you will be required to complete a new eCAF as part of your online enrolment in your new program.

CREDIT:

If you are applying for credit from previous studies completed at this University or another institution, please contact the relevant Program Officer at one of the Student Hubs.

FEES

International Students: your first approved transfer will be free. Any subsequent approved transfers will incur a \$50 fee for the processing of your eCOE. You will be advised of the fee in your new offer letter and this must be paid before you will be activated in the substituted program.

LODGEMENT OF FORM:

Submit this form in person to one of our Student Hubs:

Callaghan Campus
Hunter Hub, Ground Floor in the Student Services Centre; or
Shortland Hub, Level 3 in the Shortland Building
The University of Newcastle, University Drive, Callaghan
Hours: 8.30am to 5.00pm Monday – Friday

Ourimbah Campus

Student Hub
The University of Newcastle, Chittaway Road, Ourimbah
Hours: 8.30am to 5.00pm Monday – Friday

City Precinct

City Hub and Information Common
University House
Cnr King and Auckland Streets, Newcastle
Hours: 9.00am - 6.00pm Monday – Friday

Port Macquarie Campus

A Block, Widderson Street
Port Macquarie
Hours: Monday - Thursday: 8:30am - 4:00pm
Friday: 8:30am - 2:00pm

Or submit the form by mail to:

Program Officer for Psychology
Level 4 Shortland Hub
The University of Newcastle
University Drive Callaghan NSW 2308