LA TROBE UNIVERSITY

Student Records Office

Application for Single Unit Enrolment

Personal Details

Family Name: _____ Student No: ☐☐☐☐☐☐☐☐

Given Names: _____ Mr/Mrs/Ms/Miss/Dr: _____

Date of Birth: _____

Address: _____

_____

State: Postcode:

Telephone: _____ Email: _____

Birthplace: If Australia indicate state: _____ If overseas indicate country: _____

Are you an Australian citizen? Yes ☐ No ☐ (if no please provide citizenship status and date of arrival in Australia):

Citizenship Status _____ Date of arrival in Australia: ____ /____ /____

Are you an **international student holding a student visa?** Yes ☐ No ☐ (please tick)

Please note: you must maintain a full-time enrolment to meet visa requirements.

IPO Approval _____ Date: ____ /____ /____

International students who have a transfer course approved may be liable for additional tuition fees. International students will be required to pay the current year's annual tuition fee applicable for the new course which they are transferring.

Stamp

Proposed Unit(s)

Unit(s)	Location	Semester	Head of School or Nominee to sign Approved	Not Approved

Reason for applying for enrolment in the above unit(s):

Previous Studies Attempted

Award	Relevant Units	Institution	Last Year Attempted	Completed
				Yes / No
				Yes / No
				Yes / No
				Yes / No
				Yes / No

Declaration

I declare that, to the best of my knowledge, the information supplied herein is complete and correct. I acknowledge that the provision of incorrect information or the withholding of relevant information relating to my application may result in the withdrawal by the University of any place which may be offererd and that the withdrawal may take place at any stage during the Unit(s) I undertake.

Signature: _____ Date: ____ /____ /____

FACULTY APPROVAL:

Name of Authoriser (Please print): _____

Signature: _____ Date: ____ /____ /____

Fees: Semester 1 $ _____ Semester 2 $ _____ GSF$ _____

OFFICE USE ONLY:

Entered in register: Date: ____ /____ /____ Enrolment form request: Date: ____ /____ /____ Student notified of enrolment: Date: ____ /____ /____

Privacy Policy

At La Trobe University, we respect the privacy of your personal information. Academic Services collects personal information about you during your admission and enrolment period at La Trobe University to ensure your entitlements and obligations are appropriately managed. We are required to collect information about you under the Higher Education Funding Act and the Education Services for Overseas Students Act. For this purpose we will use this information and typically to disclose it to the Department of Education Science and Training, Department of Immigration Multicultural and Indigenous Affairs, Australian Taxation Office and Centrelink. You may have the right to access personal information we hold about you, subject to any exceptions in relevant laws, by contacting your local Student Administration Office, or phoning us on (03) 9479-2005.

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