

## Transferring into Bachelor of Laws

La Trobe University students (except final year students) seeking entry into the four year undergraduate Law or a combined degree program, should **wait until the release of semester 2 results** and then:

- 1** Complete an **Application for Course Transfer** form indicating the course you wish to transfer into (e.g. law/arts, law/accounting) and a proposed enrolment for 2010.
  
- 2** Complete a **2010 HECS-HELP** form (if eligible). To meet the citizenship and residency requirements for a Commonwealth Supported Place you must be:
  - an **Australian citizen** or
  - a **New Zealand citizen** and you must be resident in Australia for the duration of your unit (subject) or
  - holder of a permanent or humanitarian visa** and you must be resident in Australia for the duration of your unit (subject).
  
- 3** Provide a copy of an **academic transcript** (a printout from StudentOnLine is acceptable)
  
- 4** Provide proof of **ENTER score** including **study scores**
  
- 5** Provide a **250 word statement** of your reasons for wishing to study Law

All students **must** re-enrol for 2010 in their **current** degree to avoid a late fee. This re-enrolment is automatically removed if a student successfully transfers into law.

All documentation should be submitted to the Faculty of Law and Management Student Services Office, Level 2, Donald Whitehead Building by **4:30 p.m. Tuesday 15th December 2009**.

In general the **minimum criteria** for a Commonwealth Supported Place (CSP) in a Law Program is 2 full-time years of tertiary study with a 70% (B) average with an ENTER of at least 80. If you achieved an ENTER score of 85 or above, you may be admitted after one year of tertiary study with at least a 75% average.

Students will be notified of the outcome by mail during January 2010. All successful transferees/applicants will be required to attend an enrolment session in early February (date to be advised).

**Note:**

La Trobe University students completing an undergraduate degree in semester 2, 2009 must apply to VTAC for a place in the Graduate Entry program.

## Transferring into Bachelor of Laws - Checklist

Have you:

- Completed an *Application for Course Transfer* form
- Completed a *2010 HECS-HELP* form (if eligible)
- Provided a copy of an Academic Transcript of all results
- Provided proof of ENTER score, including study scores
- Provided a 250-word Statement of reasons for wishing to study law