

This form is for new students who have not yet formally enrolled in their principal course. Students are entitled to change their course preference once without incurring a fee. All subsequent course preference changes will incur a A\$80 fee.

CCP

Section A – personal details

Gender Male Female Title (Mrs, Ms, Miss, Mr, Dr, etc.) La Trobe student number

Family name Given name(s)

Date of birth (dd/mm/yyyy) // Preferred contact number

Email

Did you apply via an LTU agent? Yes No Agent name and city:

Australian address

Street number and name Suburb

City/town Postcode

Section B – change of course preference

New course code New course title

Have you accepted your current offer? Yes No

Are you applying for credit exemption? Yes (longer processing time expected) No

Please note: you can only change the course preference in the same intake as stated in your initial offer letter. If you want to change the intake, you must use the Deferral of Course Commencement form.

Reason for change (please select)

Did not meet offer conditions
 Change of career path
 Financial support difficulties
 LTU unable to offer courses
 Personal
 Other – please specify:

Are you a Sponsored Student or a US Financial Aid Student? Yes No

Do you have approval from your sponsor to change your course preference? Yes (attach the approval letter) No

Have you been awarded a scholarship funded by La Trobe University? Yes (refer to the scholarship terms) No

Scholarship type/name

Any scholarships granted to existing LTU degree program may not be transferred on to your new program preference. This will be considered on a case by case basis.

Section C – student visa information

Has your student visa been granted? Yes No If you have an Australian visa, please provide:

Visa number Expiry date (dd/mm/yyyy) /

Are you currently covered by Overseas Student Health Cover (OSHC)? Yes No If you have OSHC, please provide:

Provider's name

Membership number Expiry date (dd/mm/yyyy) /

Please note that a new offer letter will be emailed to you in approximately 2 weeks **only** if the change of preference has been approved and this course still determines you to be a Genuine Temporary Entrant (GTE) and genuine student for visa purposes under the Simplified Student Visa Framework (SSVF). You will need to submit revised Offer Acceptance forms latrobe.edu.au/international/you-have-an-offer/accept-your-offer for a revised eCoE to be issued to you for visa purposes.

I understand and accept conditions set above. Yes No

Student signature Date (dd/mm/yyyy) /

Please note: any changes to your course of study may effect your student visa. Your personal information may also be disclosed to Commonwealth and State agencies such as the Department of Education and Training and the Department of Home Affairs in accordance with La Trobe's obligations under the *Education Services for Overseas Students Act 2000 (Cth) (ESOS Act)*, the *National Code of Practice for Providers of Education and Training to Overseas Students 2018 (National Code)* and other applicable legislation.

Office use only – SSVF applicant eligibility checklist for change of course

Does the applicant understand the career outcomes, structure and delivery mode of the course? Yes No

Is the applicant aware of the tuition fee and visa length OSHC applicable for the new course? Yes No

Admission officer Date processed (dd/mm/yyyy) /

SSVF approved Yes No SSVF notes