

Cross-Institutional Students - Outbound Application for Study

This form is for students at The University of Adelaide intending to take approved courses at another tertiary institution in Australia for credit towards their studies at their home institution. Authorisation must be obtained from your Faculty before you can enrol into courses at the Host Institution.

Instructions for Students:

You are required to complete and lodge this form with your Faculty Office at The University of Adelaide.

Please attach information from the Host University that includes:

- a syllabus description of the courses you wish to study
- subject area and catalogue number indicating the level of study
- name of the Higher Education Institution.

Notes:

- i. Approval must be obtained **before** you commence study and an academic transcript must be provided upon completion to your Faculty Office at The University of Adelaide.
- ii. Cross-institutional study will only be approved in accordance with the Rules for your program.
- iii. Consult the administrative staff at the host institution about enrolment withdrawal dates and procedures.
- iv. Cross-institutional study is **not** included in the University of Adelaide GPA calculation for your program.

SECTION 1 - PERSONAL DATA

ID No:		Telephone:	
Family Name:		Other Names:	

SECTION 2 - UNIVERSITY OF ADELAIDE (Home Institution)

Program enrolled in:			
Enter details of your Major(s), Minor, or Specialisation (if applicable)			
Major(s):	Minor:	Specialisation:	
Are you - Commonwealth Supported <input type="checkbox"/> International <input type="checkbox"/> Domestic Fee Paying <input type="checkbox"/>			

SECTION 3 - HOST INSTITUTION

Name of Australian University where you wish to enrol:
Reason:

SECTION 4 - PROPOSED STUDY AT HOST UNIVERSITY

STAFF USE ONLY

Proposed Courses				University of Adelaide Equivalent			
Sem/ Term	Subject Area	Catalogue Number	Course Name	Level	Course	Type of Credit	Units

STUDENT AUTHORISATION AND SIGNATURE

As an enrolled student at the University of Adelaide, I am seeking cross-institutional study at another Australian Higher Education Institution to be counted towards my program of study at my home institution.

Name (print):

Student Id No:

Signature:

Date:

STAFF USE ONLY

This section must be completed by an authorised member of staff at the University of Adelaide.

This student is authorised to study the course/s or topics listed above for credit towards the award of _____ at the unit value indicated in Section 4.

Name (print):

Position:

Signature:

Date:

TO LODGE THIS FORM

1. Choose the course(s) you wish to study at the Australian host university and enter the details in Section 4, attaching all required documentation.
2. Make sure you complete all sections of the form and retain a copy for your records.
3. Obtain authorisation from The University of Adelaide by having the form signed by an authorised person in your Faculty.
4. This signed and completed form will serve as your authority to enrol in the specified courses at the Host Institution.
5. Check with the administrative staff at the Host Institution about their enrolment withdrawal processes and relevant dates.
6. It is your responsibility to provide confirmation of your results to The University of Adelaide to confirm your credit/status for your successfully completed course(s).

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