

# Non-Award Study Amend Enrolment



Lodge this application with the relevant Faculty Office. Details are on the reverse side of this form.

## SECTION 1: PERSONAL DATA

Student ID No:		Courtesy Title:	
Family Name:		Other Names:	
Telephone No:		Date of Birth: (DD/MM/YYYY)	
University Email:			

## COURSE DROP \* see note

Sem/ Term	Subject Area	Catalogue Number	Course Name	Class Number	Units

\* Dropping (withdrawing) from the enrolment component will automatically drop you from the related components as well (if applicable).

## COURSE ADD \*\* see note

Sem/ Term	Subject Area	Catalogue Number	Course Name	Class Number	Units

\*\* Please check your timetable to verify your change of class. Whilst all reasonable efforts will be made to accommodate your request, due to class size limitations, we cannot guarantee that your class change will be approved.

## OFFICE USE ONLY

Faculty:	Staff:	Date:	Student advised:	HPE:
Comments:				

## GENERAL INFORMATION AND CONDITIONS

<b>TUITION FEES AND CHARGES</b>
Information about your financial obligations, Tuition Fees, Refunds and other Student Finance matters is available at <a href="http://www.adelaide.edu.au/student/finance/">www.adelaide.edu.au/student/finance/</a>
<b>PAYMENT FOR COURSES</b>
The University provides invoices online through the student portal, prior to each census date. This enables you to view and print your invoices as soon as they have been generated. An email message to your University of Adelaide student email account will advise you when an invoice is available. A hard copy invoice is not provided. More information on invoices and payment options is available at <a href="http://www.adelaide.edu.au/student/finance/">http://www.adelaide.edu.au/student/finance/</a> .
<b>ENROLMENT NOTIFICATION</b>
You will be advised by your Faculty if your request to amend your enrolment has been successful.
<b>SUBMITTING YOUR APPLICATION AT YOUR FACULTY/SCHOOL (electronically or at the North Terrace campus)</b>
<ul style="list-style-type: none"><li>▪ Faculty of Arts: Ground Floor, Napier Building, T 8313 5245, E <a href="mailto:arts@adelaide.edu.au">arts@adelaide.edu.au</a></li><li>▪ Faculty of Engineering, Computer &amp; Mathematical Sciences [ECMS]: Level 1, Ingkarni Wardli Building, T 8313 4148, E <a href="mailto:askecms@ask.adelaide.edu.au">askecms@ask.adelaide.edu.au</a></li><li>▪ Faculty of Health &amp; Medical Sciences: Ground Floor, Helen Mayo North Building, Frome Road, T 8313 0273, E <a href="mailto:askhealthsc@adelaide.edu.au">askhealthsc@adelaide.edu.au</a></li><li>▪ Faculty of the Professions: Level 1, Nexus 10, 10 Pulteney Street, T 8313 4755, E <a href="mailto:professions@ask.adelaide.edu.au">professions@ask.adelaide.edu.au</a></li><li>▪ Faculty of Sciences:- Ground Floor, Darling Building, T 8313 5673, E <a href="mailto:faculty.sciences@adelaide.edu.au">faculty.sciences@adelaide.edu.au</a></li></ul>
<b>CENSUS DATES</b>
Non-Award students will be required to observe the academic and critical dates set by the University of Adelaide (ie withdrawal and census dates). Academic and Critical dates are available at <a href="http://www.adelaide.edu.au/student/dates/">www.adelaide.edu.au/student/dates/</a>
<b>QUESTIONS AND ADVICE</b>
If you have any questions or need help, please contact Ask Adelaide by email at <a href="http://www.adelaide.edu.au/ask-adelaide">http://www.adelaide.edu.au/ask-adelaide</a> or call +61 8 8313 5208 or visit Hub Central at the North Terrace campus or at <a href="https://www.adelaide.edu.au/student-hubs/">https://www.adelaide.edu.au/student-hubs/</a>

CRICOS Provider Number 00123M