



INS0046

UTS College Student ID Number

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Application to add extra subject

FEE-HELP student? **YES** **NO**
Please tick YES or NO

Scholarship student? **YES** **NO** If scholarship student, an authorisation is required from your Cultural Mission or sponsor when hand this request.

Date of Birth (DD/MM/YYYY): _____

Family Name: _____

Given Names: _____

Sydney Contact Details

Unit No: _____ **Street No:** _____

Street Name: _____

Suburb: _____ **Postcode:** _____

Telephone: _____ **Mobile:** _____

E-mail: _____

Current Course:

Subject(s) you wish to add:

Subject Code	Subject Name

Reason to add subject:

Please note:

1. Applications are only accepted from Results Release Date until 5pm Wednesday of Welcome (Orientation) Week.
2. Before enrolment of an additional subject(s) can be approved, students must have passed the pre-requisite subjects where applicable.
3. Applications to add an additional subject(s) must be assessed and approved.
4. Enrolment in additional subject(s) will require additional tuition fees to be paid before re-enrolment (does not apply to FEE-HELP students).

Student Signature:

Date (DD/MM/YYYY): _____

For students under 18 years of age:

Parent/Guardian Signature:

Date (DD/MM/YYYY): _____

* Homestay hosts are not permitted to sign as parents or guardians.

Study Success

Adviser Name: _____

Study Success
Adviser Signature:

Application supported by
a Study Success Adviser?

YES

NO

Date (DD/MM/YYYY): _____

Lodging the Signed Form

Scan the Signed Form and Email (Preferred Lodgement Method) studentcentre@utscollege.edu.au

In Person Ground Floor,
187 Thomas Street
Sydney NSW 2000
Australia

OFFICE USE ONLY

Application received by: _____ Date received: _____

Application approved

Application rejected

Student notified by:

Email Phone In person

Notes: _____

Insearch Limited - ABN 39 001 425 065

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