

CROSS-INSTITUTIONAL STUDY APPROVAL FORM

FOR USC STUDENTS WHO WISH TO UNDERTAKE STUDY AT ANOTHER INSTITUTION

1.0 PERSONAL DETAILS

Student ID Number:	Student name:
Address:	
USC Email:	
Tel:	Mob:
Program of Study:	

2.0 PROPOSED COURSES

Host institution

Host institution's course code and title	USC course code and title for which credit transfer will be sought	Semester and Year of Study

Note:

- A certified copy of the official statement of academic record for studies completed at the host institution must be provided after completion of studies.
- Approved Cross-institutional courses will count towards your USC degree.
- If you subsequently decide not to undertake these courses, or do not successfully complete these courses, please advise Student Administration immediately.

Reason for requiring Cross-Institutional study:

Are you taking these courses as part of the Regional Universe Network (RUN) agreement?

Yes No



3.0 DOCUMENTATION

Copy of full Course Outline from the host institution MUST be submitted with this application.

Course outlines can be submitted electronically in PDF format and emailed to Student Central along with this form at studentcentral@usc.edu.au.

Note: This application will **NOT** be considered unless all related course outlines are submitted.

4.0 STUDENT DECLARATION

I declare that the information provided above is true and correct ...

Student name:	Student signature:	Date:
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PRIVACY STATEMENT

The University of the Sunshine Coast collects, stores and uses personal information only for the purposes of administering student and prospective student admissions, enrolment and education. The information collected is confidential and will not be disclosed to third parties without your consent, except to meet government, legal or other regulatory authority requirements. For further information consult the University's Privacy Policy at www.usc.edu.au/privacy.

ENQUIRIES

In person: Student Central at any USC Campus

Email: Studentcentral@usc.edu.au

Phone: +61 7 5430 2890

LODGEMENT

Email: Studentcentral@usc.edu.au

In person: Student Central at any USC Campus

Mail: Student Services and Engagement – ML23
University of the Sunshine Coast
Maroochydore DC QLD 4558

STUDENT ADVISOR

Approval is granted for the above student to undertake cross-institutional enrolment as indicated. Upon application for Credit Transfer of the successfully completed courses the equivalent USC courses indicated above may be added to the student's academic record.

Student Adviser: _____ Signature: _____ Date: _____

STUDENT SERVICES AND ENGAGEMENT PEOPLESFT ENTRY

CI enrolment entered: _____ Signature: _____ Date: _____

CI credit entered: _____ Signature: _____ Date: _____