

ENROLMENT PERMISSION FORM



IMPORTANT INFORMATION

Use this form when you require special permission or instructor consent to enrol into a course. You will need to gain permission from the course coordinator or supervisor before you submit the signed form to Student Central. If approved, you will be advised via your student email account and you will be able to enrol in your course through USC Central. **This form can be submitted once course enrolments open.**

STUDENT DETAILS

Student ID Number: _____	
Family name:	Given name:
Contact telephone number:	Student Email: _____@student.usc.edu.au
Semester / Trimester / Session:	Year:
Course title:	Course code:
Discipline, if required (eg Advertising):	
Project title, if required (eg ABC News Internship):	
Reason: <input type="checkbox"/> Pre-requisite/Co-requisite not met <input type="checkbox"/> Instructor consent required <input type="checkbox"/> Other	

STUDENT DECLARATION

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 [Information Management Framework - Governing Policy](http://www.usc.edu.au/privacy) at www.usc.edu.au/privacy

I understand the University's Academic Rules and the rules and structure for my degree program. I have checked that the course indicated on this form is permissible in my current degree program. **I acknowledge it is my responsibility to seek the consent and signature of the course coordinator or supervisor.**

Student signature:	Date:
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COURSE COORDINATOR / SUPERVISOR (IF REQUIRED) APPROVAL

Course Coordinator name:	Supervisor name:
Course Coordinator signature:	Supervisor signature:
Date:	Date:

ENQUIRIES

In person: Student Central at any USC Campus
Phone: +61 7 5430 2890

Email: Studentcentral@usc.edu.au

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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 CENTRAL USE ONLY

Activated by: _____

Signature: _____ Date: _____