

ENROLMENT PERMISSION FORM

(TIME CONFLICT)



IMPORTANT INFORMATION

Use this form when you need to be enrolled into a course where there is a time conflict. You must gain permission from the Course Coordinator for the course you will not be attending before you submit the signed form to Student Central. **This form can be submitted once enrolments open.**

STUDENT DETAILS

Student ID Number: _____	
Family name:	Given name:
Contact telephone number:	Student Email: _____@student.usc.edu.au
Semester / Trimester / Session:	Year:

ENROLMENT DETAILS

Provide details of course to be attended.

Course title	Course code

Provide details of course to be missed.

Course title	Course code

Class details **MUST** be provided if there is more than one tutorial/workshop/lecture option:

Lecture preference (class number):		
Tutorial / Workshop preferences (class number):		

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 authorise Student Central to activate the enrolment in the course detailed on this form, and 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

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

Enrolled / Entered by: _____

Signature: _____ Date: _____