Please complete this form in BLACK INK using CAPITAL LETTERS. Please mark an X where appropriate.

1. This form is only to be used by international students who want to transfer from one Western Sydney University course to another.
2. More information is available in the Course Transfer Policy at westernsydney.edu.au/policy under ‘C’ in the A-Z policy list.
3. No units or grades can be transferred using this form. If you want to receive credit for some or all of your previous Western Sydney University study you MUST apply for Advanced Standing using the Advanced Standing eForm after your transfer is approved.
4. Please read the other important information on page 2 before completing this form.

1 – PERSONAL DETAILS

<table>
<thead>
<tr>
<th>Student ID number</th>
<th>Daytime contact phone number</th>
<th>Email address</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Title</th>
<th>Family name</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Given name(s)</th>
<th></th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Current course name</th>
<th>Course code</th>
</tr>
</thead>
</table>

2 – NEW COURSE

- Transfer to another course (including change of specialisation)

<table>
<thead>
<tr>
<th>New course code</th>
<th>Course name</th>
</tr>
</thead>
</table>

Reason for changing course – attach a statement, if necessary

Do you intend to apply for advanced standing? [ ] Yes  [ ] No

3 – DIRECTOR OF ACADEMIC PROGRAM APPROVAL (Must be completed by the DAP before submitting this form)

The student named above has my permission to vary their enrolment as indicated in section 2 (above).

<table>
<thead>
<tr>
<th>DAP name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
</table>

DIRECTOR OF ACADEMIC PROGRAM APPROVAL

SIGN HERE

4 – DECLARATION AND SIGNATURE

I wish to be considered for transfer to the course and/or campus as indicated on this form.

I understand that Western Sydney University reserves the right to vary or reverse any decision regarding my transfer on the basis of incorrect or incomplete information.

I understand that my change of course and if applicable any advanced standing granted as a consequence may affect the duration of my student visa and may require a new visa application. I will contact Australian Immigration to check any Visa implications homeaffairs.gov.au/trav/stud

Student’s signature

SIGN HERE

Date

In providing my personal information to the University, I understand that, other than as authorised by law, the University will only use this information for the purposes for which it is being collected in accordance with the University’s functions and activities associated with my enrolment. In some instances, the University may need to disclose information to any Government department which administers or has authority regarding education or immigration policy and law and any other Government agencies (State, Territory or Federal), an affiliated entity of the University or to third parties for the purposes of recovering unpaid University fees or other debts owed to the University, and I consent to such disclosure. I also understand that all information will be collected, stored, accessed and disseminated or destroyed in accordance with privacy, records management and other relevant laws, and the University’s policies.
IMPORTANT INFORMATION FOR INTERNATIONAL STUDENTS APPLYING FOR A COURSE TRANSFER

Please note:
Section 3 must be completed by the Director of Academic Program of the new course you are applying to enter, before you submit this application.

ADVANCED STANDING
You will receive a new offer letter for the course that you have nominated to transfer to. You will need to accept the new offer. If you want to apply for advanced standing please complete the advanced standing application using eForms/eforms.westernsydney.edu.au

APPLICATION INFORMATION
Closing date
Please submit this completed and signed form no later than the end of the current teaching session in order for the transfer to take effect for the next teaching session. For example, if you want to transfer to a new course for Spring Session, you will need to submit the application by the last day of Autumn Session.

Teaching session dates can be found at westernsydney.edu.au/dates

Submitting the form
You can submit your form in person at any Student Central campus office or International Admissions office (Building ES, Parramatta South campus)
OR scan and email to apply@westernsydney.edu.au
OR post to: International Admissions, Western Sydney University, Locked Bag 1797, PENRITH NSW 2751

OFFICE USE ONLY
☐ Students advised to contact Australian Immigration to check if there are any visa implications.
☐ New CoE issued

Staff ID number

Staff signature

SIGN HERE

Date
D D / M M / Y Y Y Y