



Please complete this form in **BLACK INK** using **CAPITAL LETTERS**. Mark appropriate answer boxes with a cross (**X**). This form is only to be used by students who have been excluded, and who are waiting for the outcome of their appeal.

You can remain enrolled on a provisional basis up to the relevant census date. In the unlikely event that your appeal has not been finalised by the census date your enrolment will be managed on a case by case basis. You cannot add any additional units after the census date.

You must complete sections 1 and 2 also including Director of Academic Program approval. Submit this form to any Student Central or post it to: Enrolments Unit, Locked Bag 1797, Penrith NSW 2751

1 - PERSONAL DETAILS

Student ID number

Are you an international student?

 Yes No

Mode of study

 Full time Part time External

Title

Family name

Given name(s)

Course code

Course name

2 - UNIT SELECTION

- Complete all columns for every unit that you want to enrol in provisionally
- Any co or pre requisite rules or special requirements attached to the unit/s you wish to enrol in provisionally will apply
- Full time students can provisionally enrol in units up to 40 credit points and part time students can provisionally enrol in units up to 20 credit points
- You will be enrolled in your selected units on a non award basis and will not be charged tuition fees while you are auditing units
- If your appeal is successful, the units you have been provisionally enrolled in will be transferred to your award course and you will be held financially liable for the tuition fees. The payment options you have selected for your award course will apply. To pay your fees, you will need to download and print the PDF version of your Statement of Account (invoice) from MySR. Your statement will be available until census date of your teaching session
- If you are placed on 'conditional' enrolment, you may need to discontinue one or more units. To do this you will need to email enrolments@westernsydney.edu.au. Failure to notify us will result in all your units being discontinued
- If your appeal is unsuccessful, you will be discontinued from your enrolled units and the terms of your exclusion will be applied
- If you want to discontinue provisional enrolment in any units you must email enrolments@westernsydney.edu.au
- You must gain approval from your Director of Academic Program to audit units

Session	Unit code	Unit name	Campus location	Day or evening	Director of Academic Program signature of approval

NOTE FOR DIRECTOR OF ACADEMIC PROGRAM: Please check the student's record as your approval will also waive any unit rules.

3 - DECLARATION AND SIGNATURE

I declare that I have read and understood all of the information on this form. I agree to abide by the University of Western Sydney Act, the University of Western Sydney by-law and the rules and policies of the University, as amended from time to time. I also understand that it is my responsibility to ensure that I review the by-law, rules and policies of the University during my period of study as the most current rules are applied and may differ from the time of my initial enrolment. I have read the instructions on this form and request my unit enrolment be processed as indicated.

Student's signature

X
SIGN HERE

Date

/

/

Date received