

# Course Transfer Form

Please refer to the [Enrolment policy](#) available on the [Torrens University Australia](#) website before completing this form. Completed form and supporting documents must be submitted to [Student Services](#) for processing.

## Section 1: Personal details

First name

Surname

Student ID

College

Course

## Section 2: Course transfer information

If you wish to apply for course credit you must complete a [Credit Transfer Request – Undergraduate Courses](#) form or a [Credit Transfer Request – Postgraduate Courses](#) form.

☐ I wish to transfer to a new course

Course name

Location

When do you intend to withdraw from your current course?

☐ Immediately

☐ End of the current study period

When do you want to commence your new course?

## Section 2a: Circumstances of transfer

Please write a brief outline of the circumstances relating to your request to transfer to a new course.

## Section 3: Course mode change

If you wish to change individual classes or make a change for a single study period, please complete the [Application for Timetable Change](#) form.

- ☐ I wish to transfer my mode of study
- ☐ Full-time to Part-time study
- ☐ Part-time to Full-time study
- ☐ Online to On campus
- ☐ On campus to Online

Campus location:

## Section 4: Declaration

- ☐ I declare that to the best of my knowledge, the information I have supplied on this form is true and correct.
- ☐ I am aware of potential financial/academic penalties associated with transferring my course after commencement.
- ☐ I have read and understood the [Enrolment](#) and [Credit](#) Policies.

Student Signature

Date