OS-HELP
Academic Credit Approval Form

This form must be uploaded to your online OS-HELP application form

SECTION A STUDENT DETAILS

Full Name: KEEGAN & MICHAEL GYOERY   UNSW student ID: 5197058

Study Start Date: 31/08/2020   Study End Date: 21/12/2020   Overseas country: USA

APPROVALS REQUIRED

- Exchange (full semester) → The Exchange Office & your Faculty/School must complete **Section B**
- Short Courses (less than a full semester) → Your Faculty/School must complete **Section C**
- Industrial Training → Your Faculty/School must complete **Section D**

Note for Approvers!
It is a legislative requirement under *HESA 2003* that students MUST meet all requirements listed in **Section E** (at the time of signing) to be eligible for OS-HELP. By signing this form, you are responsible for ensuring the student's eligibility under HESA.

SECTION B EXCHANGE   *To be completed by the UNSW Exchange Office*

I confirm that the applicant is eligible and has been selected to participate in the student exchange program for dates, exactly as stated at the top of this Credit Approval Form.

Name:	Michael Walker	Email:	exchange @unsw.edu.au
Position:	Student Advisor	Extension:	53179
Signed:	Mwalker	Date:	21/11/2019

To be completed by your UNSW Faculty/School

*I confirm that the applicant meets **all requirements** outlined in Section E.*

Name:	Jamila Chang	Staff ID: 3255185		Extension: 57309
Position:	Sci Student Centre Assistant		Email:	j.chang @unsw.edu.au
Signed:			Date:	21/11/2019

SECTION C SHORT COURSES   *To be completed by your UNSW Faculty/School*

UNSW Course Code	UNSW Course Name	Unit of Credit

*I confirm that the applicant meets **all requirements** outlined in Section E.*

Name:		Staff ID:	Extension:
Position:		Email:	
Signed:		Date:	

SECTION D INDUSTRIAL TRAINING   *To be completed by your UNSW Faculty/School*

*I confirm that the applicant meets **all requirements** outlined in Section E and will undertake a minimum of 37.5 hours per week of academic engagement for the full duration of the placement.*

Name:		Staff ID:	Extension:
Position:		Email:	
Signed:		Date:	

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SECTION E Academic Requirements

To be eligible for an OS-HELP loan, the applicant must:

- have been selected to undertake overseas study by UNSW for dates exactly as stated at the top of this Credit Approval Form; and
- undertake the full short course/exchange study overseas; and
- have **completed** and passed at least one equivalent full-time student load (EFTSL) of study (48 UOC), in their current program as a Commonwealth supported student; and
- have at least one course of study (6 UOC) left to complete in their current program upon their return to UNSW; and
- will have their overseas study count towards their UNSW program requirements.

Please **do not** complete this form if the student does not meet **ALL** OS-HELP eligibility requirements outlined above at the time of application. If the student has not completed and received passing grades for at least 48uoc then this form should not be signed, as the student is not eligible.

Section F Additional Information for Applicants

Please ensure that the information entered on the online OS-HELP application form matches the information provided on this Academic Credit Approval Form. This includes;

- your study start date
- your study end date
- the unit of credit value associated with the overseas study

This information will be used to determine your eligibility for OS-HELP. Inconsistent or incomplete information will result in your application being rejected.

You will be prompted to upload this completed form at the end of the online application process. Please ensure that the correct approvals have been provided.

If you have any questions prior to submitting your application, please contact the Student Financials Office on (02) 9385 3091 or fees@unsw.edu.au.

Important Information for Asian Language Study

If you are applying for a supplementary loan amount for Asian language study, you must upload confirmation of your enrolment and **Asian Language Study Declaration Form** at the time of application, together with this completed Academic Credit Approval Form.

Your Asian language study start date must be prior to the study start date for which you are applying for the OS-HELP loan.