

International Admissions

Application to Change Course



- You should use this form if you have recently accepted your offer, but now want to be considered for another course, commencing in the same intake.
- You must submit this form no later than two weeks prior to the commencement of your studies.
- Submit this form to the International Admissions via IntAdmissions@swinburne.edu.au

PERSONAL DETAILS

Family name	Date of birth
Given names	** Swinburne ID Email Address (if not available, personal email address)
Address	Phone
	Student ID No.

** If you are currently enrolled at Swinburne, all correspondence sent by Swinburne will be to your Swinburne Email Address.

Students **MUST** check their official Swinburne email address on a weekly basis as a minimum, but on a daily basis during critical academic periods, such as progress review following the release of results.

SPONSORED INTERNATIONAL STUDENTS

A Sponsored International Student is someone on a scholarship, funded by a government or organisation (other than Swinburne).

Are you a Sponsored International Student Yes No

If **YES**, what is the name of your scholarship or the name of sponsor? _____

Please provide a letter of approval from your sponsor

COURSE DETAILS

Course Change Request

Current course/s:	New Course/s with Major :
1	1
2	2
3	3

Reason for change:

Please note:

- If your course change is approved and you are currently enrolled in a course you no longer wish to study, it is your responsibility to formally withdraw from that course.
- You do not need to accept your offer. You will receive a variation offer letter and a CoE for the new course.
- You will be admitted into the new course, and you must pay any additional tuition fees as outlined in your variation offer letter.
- If you received a Swinburne Scholarship, this scholarship is not transferrable to another course, so you will forfeit your scholarship.

Student Signature

Date

Swinburne collects, uses and destroys your information in accordance with our Privacy Statement. For information, see www.swinburne.edu.au/privacy.htm

OFFICE USE ONLY

Counter Staff Signature

Date