



STUDENT EXCHANGE & SHORT TERM PROGRAMS OUTGOING STUDENT ENROLMENT & CHANGE OF ENROLMENT FORM

Section 1 - Personal Details

All personal information collected is handled in accordance with the Australian Privacy Principles

Host University/
Program Provider

Curtin Student ID

Family name/s

Given name/s

Section 2 - Unit Enrolments and Withdrawals

Course Title

Course Number

The Curtin Abroad Office or your Faculty Student Service Office will enrol you into your International Study unit/s.

Students undertaking semester exchange must maintain a full time load and the units undertaken at the Host University should be for credit (unless alternative approval has been provided).

International students studying in Australia on a student visa must abide by their visa conditions and be enrolled and receive credit for 100 Curtin credits.

Please refer to the back of the form for the International Study Unit Codes and complete the form below showing your agreed International Study enrolment.

You are required to complete a form for each semester of exchange.

E (enrol)

W (withdraw)

Unit Code

Unit Name

Year

Semester or
Study Period

Campus

Section 3 - Extra Information

COMMENTS/SPECIAL PERMISSIONS (Curtin Staff Use)

Staff Member Name

Extension

Signature

Date

OFFICE USE ONLY - PROCESSED BY

Staff Member Name

Signature

Date

INTERNATIONAL STUDY UNIT CODES

Undergraduate Units

Unit Code	Unit Name	Unit Value
XINO1004	International Study	100 credits
XINO1011	International Study	100 credits
XINO1013	International Study	87.5 credits
XINO1005	International Study	75 credits
XINO1006	International Study	75 credits
XINO1009	International Study	50 credits
XINO1010	International Study	50 credits
XINO1000	International Study	25 credits
XINO1001	International Study	25 credits
XINO1002	International Study	12.5 credits
XINO1003	International Study	12.5 credits

Postgraduate Units

Unit Code	Unit Name	Unit Value
XINO5004	International Study	100 credits
XINO5005	International Study	100 credits
XINO5006	International Study	75 credits
XINO5007	International Study	75 credits
XINO5003	International Study	50 credits
XINO5008	International Study	25 credits
XINO5009	International Study	25 credits
XINO5002	International Study	12.5 credits
XINO5010	International Study	12.5 credits

Section 4 - Student Declaration

STUDENT DECLARATION

- I understand it is my responsibility to ensure that my enrolment is correct.
- I have sought appropriate academic advice and counselling in relation to my enrolment.
- I am aware that if I change my enrolment after I arrive at the host institution, I am responsible for ensuring that I have sought the relevant approval and must notify the Curtin Abroad Office of these changes within two weeks of the start of classes or program at the host.
- I am aware there may be additional fees and charges associated with my enrolment which are not included within the exchange agreement or tuition charges (these may include but are not limited to student service and amenities fee, incidental fees and textbooks).
- I acknowledge that any expenses or costs incurred by the University in recovering any monies owing by me shall be my responsibility, including debt collection agency fees, solicitor's costs on the amount outstanding as well as all other reasonable costs incurred in the recovery of outstanding monies.
- I acknowledge that I need to uphold the conditions of my enrolment at Curtin University.

PRIVACY STATEMENT

At Curtin, the privacy of students, staff and other people who the University deals with is taken very seriously. Much of the information which the University collects in connection with its normal functions and activities is "personal information", and this information is handled in accordance with relevant privacy standards. For details of how the University handles personal information please refer to rim.curtin.edu.au/privacy

- I confirm that I have read and understand the Student Declaration above and acknowledge that at census date I will be liable for tuition fees as per my enrolment.

Signature of Applicant

Date

For further information:

Curtin Abroad Drop-In Sessions @ Curtin Connect:

Monday: 1pm - 1:45 pm

Wednesday: 12pm - 12:45pm

Thursday: 1pm - 1:45pm

Please return this form via email to:

curtinabroad@curtin.edu.au

Website:

curtin.edu/studyabroad