

Study Abroad & Exchange Programs Unit of Study Enrolment Form

A) PERSONAL DETAILS

Student Name _____ USYD Student ID Number (if known) N/A

Program Exchange (indicate home institution) _____
 OR Study Abroad Agent / Institution / Program Partner (indicate program) IFSA-Butler
 OR Study Abroad Direct applicant

B) CURRENT ENROLMENT AT HOME UNIVERSITY/COLLEGE

Name of home university _____ Number of Years of Study completed _____

Major/s at home university _____

C) PROPOSED ENROLMENT AT THE UNIVERSITY OF SYDNEY

Please review instructions on pages 2 – 4 of this document before completing this form.

PREFERRED UNITS OF STUDY

Unit of Study Code	Unit of Study Title	Credit Points
<i>Example.</i> GOVT2111	<i>Human Rights & Australian Politics</i>	<i>6</i>

ALTERNATIVE FOR EACH UNIT OF STUDY

Unit of Study Code	Unit of Study Title	Credit Points
<i>Example.</i> GOVT2336	<i>Gender & Human Rights</i>	<i>6</i>

- Transfer of credit from the University of Sydney is the responsibility of your home university and not the University of Sydney.
- Some units of study require pre-approval (page 3). Choosing these units may delay the outcome of your application. Choose these units only if required for your majors, and if you believe you have met the pre-requisites for these units of study.
- Some units are taught on other campuses. We recommend you choose units from one campus only to avoid scheduling problems (see page 3 for traveling times to other campuses and page 4 for areas taught on other campuses).

E) FOR THE STUDENT

I have read both the instructions for completing this enrolment form and the Academic Restrictions and Pre-approval on pages 2 to 4. YES NO

I have listed at least 18 credit points each of preferred units and of alternatives. YES NO

I have consulted my academic adviser about my subject selection. YES NO

If "NO", or if I cannot obtain the signature of my academic adviser, then I accept personal responsibility for selecting the above list of units.

Student Signature _____ Date _____

10 DOCUMENT CHECKLIST

Attach to your application:

- All certificates, transcripts or marks sheets (giving a complete list of the subjects studied and the results obtained for any programs you have completed or are currently enrolled in). If incomplete, include official documentation stating when you will finish your study and the name of the qualification(s) you will be awarded. Official grading system must be provided with transcripts. Information on how marks are awarded is essential (eg numerical marks for distinction/first class, pass mark or fail mark).
- Documentary evidence of any professional qualifications
- Documentary evidence of any English language qualifications
- Official translations of any document not in English
- Official letter of nomination from home institution (exchange students only) (See Section 2)
- Research proposal documents (postgraduate research students only) (See Section 2)
- Documentation regarding any scholarship, funding or sponsorship I have been awarded for my study at the University of Sydney (See Section 4)
- Unit of Study Enrolment Form with supplementary documentation, as required. Download form at www.usyd.edu.au/istudent/studyabroad/study/USyd_UoS_Enrolment_Form.pdf.
- Attach evidence of name change, if applicable.

All these documents must be originals, or certified copies of original documents. Certifications must be done either by the institution issuing them or by an approved University of Sydney representative.
See www.usyd.edu.au/internationaloffice/partners for more information.
See www.usyd.edu.au/istudent/international for more information.

11 DECLARATION

Please read these declarations carefully. By signing this declaration you declare that you understand and agree to these terms.

I understand that:

- > any appointed representative will receive information about the status of my application, and may receive my transcript of studies at the end of my program at the University of Sydney
- > the University of Sydney may vary or cancel any decision it makes if the information I have given is incorrect or incomplete
- > the University of Sydney may obtain official records from any educational institution I have previously attended
- > all documents submitted become the property of the University of Sydney and will not be returned
- > I am fully responsible for my educational and living expenses while studying at the University of Sydney
- > the University of Sydney or the Australian Government cannot help me if I run short of funds.

I agree:

- > to comply with the rules on admission and enrolment of the University of Sydney
- > to tell the International Office immediately if there is any change to the information I have given in this application.

I have read and I consent to the University's Privacy Statement

The information I have given in this application is true and correct

X Signature: _____

Date: _____

Unsigned applications will not be processed. Applications must be signed by the applicant personally. Third parties must not sign on the applicants behalf.

STUDENTS WITH DISABILITIES

If you have a disability you may be eligible to access services offered by the University of Sydney, through Disability Services. To access this assistance you must first register with Disability Services, preferably before you commence study. It is important to note that the assistance and services that you receive at your home institution may not be the same as those available in Australia. More information about Disability Services at the University of Sydney is available at www.usyd.edu.au/disability

We recommend you contact a Disability Services Officer (disserv@usyd.edu.au) prior to accepting your offer to ensure you are fully aware of the registration process requirements and the assistance available at the University of Sydney.

PERSONAL INFORMATION AND PRIVACY PROTECTION STATEMENT

The University of Sydney is subject to the New South Wales Privacy and Personal Information Protection Act 1998 (the Act). The personal information you provide for this application will be protected in accordance with the University Privacy Policy. The information provided in the first instance will only be used by the University for assessing your application for a place in the program for which you have applied. If unsuccessful, the information will be retained in the records of the University of Sydney only for the University of Sydney's use for a period of 12 months and will not be disclosed except with your permission, in accordance with the University Privacy Policy. Under the Freedom of Information Act and the University Privacy Policy you have a right to access and correct any personal information concerning you held by the University in the student and financial databases. Routine corrections, changes and enquiries should, in the first instance, be directed to the International Office.

By signing this application it is understood that you have read this statement and agree to the use and disclosure of your personal information as outlined above. Full details: www.usyd.edu.au/arms/privacy/policy.htm

Note: The information provided on this application form may be made available to Commonwealth and State agencies and the Fund Manager of the ESOS Assurance Fund, pursuant to obligations under the ESOS Act 2000 and the National Code.

UNIVERSITY REPRESENTATIVES

Exchange applicants must lodge applications via your home institutions. Study Abroad applicants may lodge applications through any of the University of Sydney's representatives or through your home institution, if a direct partnership exists with the University of Sydney. For full contact details of all our international representatives and partners, please visit www.usyd.edu.au/internationaloffice/partners Study Abroad applicants may also lodge applications directly with the University of Sydney.

The information set out in this brochure was based upon the information available at the time of printing. The University reserves the right to make alteration to any information contained within this publication without notice.

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