Application for Cross-Institutional Enrolment

Student Administrative Services (SAS)

About Cross-Institutional Enrolment

- Use this form to apply to enrol in a course/s at another University to count towards completion of a UNSW Canberra Degree Program.

- The student is responsible for the administrative requirements of the host University and the payment of their own tuition fees if not receiving financial support from Defence.

- Results from courses undertaken at the host University are not part of the calculation of a Weighted Average Mark (WAM) and an ungraded result will appear on the UNSW Academic Transcript.

How to Complete this Form

☐ Identify an appropriate Australian University and course/s to undertake.

☐ Confirm the host University enrolment procedure and deadlines, and obtain, complete, and submit a copy of the host University's Cross-Institutional Application for Admission form.

☐ Complete and lodge this form at least three weeks prior to the published deadline at the host University via email to SAS (sas@adfa.edu.au) alongside the below supporting documentation:

  ƒ Course Outline (Detailing course synopses, aims and objectives, contact hours, and references)

NB: Undergraduate Defence students should confirm application deadlines for Defence approval with their Chain of Command.

Additional Steps Required for a 4400 Bachelor of Arts Language Major

Prior to submitting this form, you must:

1. Consult with your Chain of Command for authority to proceed with a Cross-Institutional Study request.

2. If you have completed prior study in the language, seek advice from the host University regarding a placement test.

3. Use the host University Handbook for your chosen Language Major and gain advice from the host University to determine if the major aligns with your UNSW Canberra Degree Program Requirements (consider the pattern of course offerings).

- Defence approval is required for

SECTION 1 – Student Details		
Student ID: z	Surname:	Other Name/s:
Degree Program Code:	Degree Program Name:	
Specialisation/Majors (if applicable):		Division (if applicable):

SECTION 2 – Details of
Name of host University:
Reason for study (if applying for a Language Course/s, please outline prior study of this language):
If applying for Language Course/s, do you intend for it to be approved as a: Major   Free Elective/s
☐ Undergraduate Defence students only. My Chain of Command have provided authority for me to proceed with this application and for it to be considered and assessed by UNSW and Defence.