

# Application to transfer Program Academic Plan (Strand/Major/Minor)

<input type="text"/>	<input type="text"/>	<input type="text"/>
FedUni Student ID Number	Program Code	Year Level
Academic		
Career	Undergraduate <input type="checkbox"/>	Postgraduate <input type="checkbox"/>
	Research <input type="checkbox"/>	Non Award <input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
Campus or Provider and Location	Campus Code	

This form is to be used if a student wishes to change their **strand/major/minor**.

**Personal Details:** Title  First Name

Other Names

Family Name

Date of Birth  /  /  Are you an International Student studying in Australia?  yes  no

**Contact Details: During Semester and Lecture Breaks**

Australian Home Telephone (  )

International Home Telephone 0011+   Country Code (  )

Mailing Address  Australian Mobile

Suburb/Town/City

Country  State  Post Code

eMail

**Current Academic Plan Details:**

Current Academic Plan Code  .  .

Current Academic Plan Name

**New Academic Plan Details:**

New Academic Plan Code  .  .

New Academic Plan Name

**Effective from:**  Date lodged at Student Administration **or**  The following date  /  /

**Reason/s for Change:**

**Semester Census Dates:** Students enrolling through education provider other than Federation University campuses **must** check with their education provider for relevant census (withdrawal) dates.

Semester 1:  
**31 March**

Semester 2:  
**31 August**

Other Semester census dates can be found at:

<https://federation.edu.au/current-students/essential-info/administration/important-dates>

**Declaration:** I declare that I have read the instructions and that the information submitted on and with this form is complete and accurate in all respects. I acknowledge that the provision of incorrect information may result in the termination of my enrolment with Federation University Australia.

I authorise the University to change my current program academic plan, effective from the date indicated on this form. Once my application has been approved by my School Program Coordinator I understand that if there are any course changes I will need to submit an Enrolment Amendment form.

**International Students studying in Australia:** I understand that the University or my education provider may notify the Department of Immigration and Citizenship (DIAC) of my change of academic plan (strand/major/minor).

Student  
Signature

Date   /   /

**International Students: Partner Provider (PP) or Centre for University Partnerships (CUP) Noted:** (If applicable.)

Transfer Approved

Transfer Not Approved

Reason Transfer  
Not Approved

COE Updated  
(If applicable)

Nominated  
Officer Name

Nominated  
Officer Signature

Date   /   /

Copy on file at PP or CUP. Original to be sent to School for approval.

**Federation University School Approval:**

Transfer Approved

Transfer Not Approved

Reason Transfer  
Not Approved

Program  
Coord. Name

Program  
Coord. Signature

Date   /   /

Copy on file at School. Original to be filed at Student Administration.

**Student Administration (Office Use)**

Entered by:

mySC Updated

Date   /   /

Enrolment NSI Added  
(If applicable)

**Comments**