

- This form is to be completed by current **domestic** Federation University Australia students wishing to transfer teaching locations. Eg: a domestic student who wishes to transfer from the Wimmera Campus to the Berwick Campus, from Flexible Delivery Ballarat (FLXB) to Mt Helen Campus etc. This form must be completed and submitted prior to enrolment.
- International students:** Please refer to the 'Transfer Between Registered Teaching Locations for International Students' form.
- Use **BLOCK LETTERS** and tick boxes.

Form Submission

Online: <https://fred.federation.edu.au/>

Partner students:

In Person: Student HQ at your home campus.

Lodge completed form at your Partner Administration Office.

Personal Details

Federation Student ID Number: Date of birth:

Surname/Family name: Given names:

Are you an **international student** studying in Australia? Yes No

Contact Details

Phone number: Email:

Address

Suburb/Town/City

State Post Code Country

Academic Details

Program code: Program name:

Strand/major/minor:

Current teaching location: Proposed new teaching location:

Effective from (Semester/Year): /

Reason for location transfer request: Supporting documentation attached (if applicable)

Transfer between Registered Teaching Locations

Domestic Student Application Form

Census Dates

Semester Census Dates: visit www.federation.edu.au/important-dates

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

Student 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 agree to release and indemnify the University and its officers, employees, agents, partners and contractors from and against any liability, claim, action, demand, loss or expense (including legal costs) arising out of or in any way connected with the provision of incorrect information.

Student signature:

Date:

Office Use Only



Student HQ

Transfer approved	Transfer not approved	Reason if transfer not approved:			
Name: _____	Signature: _____ Date: _____	<input type="text"/>			
Updated by:					
Processing (where applicable):	MySC updated	Cohort Year Changed	Enrolment NSI added	fdlGrades Study Plan	Manager, Partner Provider sent a copy

Student Fees

Transfer fee posted		
Name: _____	Signature: _____	Date: _____