

# HDR Enrolment/Change of Enrolment Form



Curtin University

## Student Details

STUDENT ID

SURNAME

GIVEN NAME/S

STUDENT EMAIL

CONTACT NUMBER

## Change Details

I am applying to:

- a) Enroll into a new course;  Go to Step 1 or
- b) Change my enrolment study mode (Full-time/Part-time);
- Are you currently in receipt of a Curtin University administered scholarship? Yes  No

If yes, you are required to seek approval from the ADVCRE to change your enrolment, please note this may temporarily delay your application. Go to step 2

## Step 1: New Enrolment

Thesis Start Date:

For Course work units:

UDC	Unit Name	Study period	Year	Campus	Enrol or Withdraw
<i>e.g. EDUC7001</i>	<i>Education Research Proposal Preparation</i>	<i>Sem 1</i>	<i>2017</i>	<i>Bentley</i>	<i>W</i>

Please note if your course requires the completion of coursework units prior to your thesis commencement, your thesis start date must be after the completion of that study. For example if your last coursework unit is Semester 2, 2019, you would not be able to commence your thesis until your results have been released and conferred (e.g. after 11.12.2019). Your letter of offer will indicate if concurrent study in thesis and coursework is required.

*School Director of Graduate Research approval not required*

## Step 2: Change of Enrolment

For Thesis Units:

Study Mode: Full Time  OR Part Time  Effective From:

Name of School Director of Graduate Research

Signature of DGR

Date

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## Step 3: Student Declaration

### STUDENT DECLARATION (please tick each statement)

- I acknowledge that failure to submit this information in a timely manner, may delay the commencement of my scholarship payments.
- I have sought appropriate academic counselling in relation to my enrolment and I confirm that the information I have provided on this application including any supporting documentation, is true and accurate to the best of my knowledge.
- I agree that as a Curtin Student I will comply with the University's Statutes, Rules, Policies, Procedures and code of conduct including my responsibility to pay all fees, levies and charges directly arising from my enrolment in a timely manner.
- I agree to access OASIS (student portal) at least once a week to receive official communications from the University (unless approval for exemption is granted).
- I agree for my personal information to be shared with the Student Guild and that a membership will automatically be established upon my enrolment and these details will remain confidential. I can elect to opt out of Guild membership at any time via the Guild Membership Status Channel in OASIS. .
- If I am a recipient of a research scholarship administered through Curtin University I have sought appropriate approval and attach evidence of the approval to this application. I understand and agree to adhere to the appropriate Conditions of Award and inform (in writing) the Research Scholarships Office in a timely manner of any change in enrolment status which may affect my award eligibility or payments.
- I consent to receiving information electronically from the University.
- I consent to Curtin University requesting a Commonwealth Higher Education Student Support Number (CHESSN) on my behalf and that Curtin University will use the information collected in this form for the purposes of assessing my eligibility for the Research Training Program (RTP) Fee Offset Scholarship under the Higher Education Support Act 2003.
- I consent for Curtin University to disclose information collected on this form to the Australian Government for reporting purposes and that Curtin University will not otherwise disclose the information without my consent unless required or authorised by law.
- I am aware of the conditions under which I am permitted to use University IT (computer) facilities.
- I acknowledge that I have read and understood the University's Privacy Statement.
- I will disclose research support accurately in any research outputs attributable to the work done during my enrolment, and where applicable acknowledge support through an "Australian Government Research Training Program Scholarship".

Student Signature: \_\_\_\_\_ Date submitted: \_\_\_\_\_

Once completed please return this form to [ROC.GRS@curtin.edu.au](mailto:ROC.GRS@curtin.edu.au)