

This form is to be completed by a student who would like to amend the subjects enrolled in each study period.

Note: International students on an Australian student visa are required to study full-time to ensure compliance with the conditions and duration of their visa. International students requesting a reduced study load (less than 4 subjects per semester) must obtain approval from the Head of School prior to finalising their enrolment for the study period.

1. Student Details

Family Name		Title	
Given Names		Student ID	

2. AIHE Study Program: Course Name

☐ Bachelor of Business (CRICOS: 0100123) ☐ Master of Business Administration (CRICOS:104601K)

Campus: ☐ Adelaide ☐ Melbourne

<input type="checkbox"/> Study Period 1	<input type="checkbox"/> Study Period 2	<input type="checkbox"/> Study Period 3	Year:
-----------------------------------------	-----------------------------------------	-----------------------------------------	-------

3. Subjects Recommended by the Head of School

Subjects recommended for student's enrolment in the study period: [List all subjects recommended by the Head of School for the study period, if applicable]:

.....

.....

.....

.....

3. Add or Drop Subjects

Please list subjects that you wish to add or drop if applicable

Subject Code	Subject Title	Add/ Drop

4. Other Enrolment Amendment Request

Please provide details of your request regarding the reduced study load if applicable.

--

5. Declaration

- ☐ I have read the information on this form and understand that if I reduce my study load, I may be extending the length of my course. I understand that I am responsible for any additional costs that I may incur for tuition fees, living expenses and other costs associated with the increased study duration as a result of reducing my study load.
- ☐ I have sought academic advice prior to submitting this request.

Student's Name:	
Signature:	Date:

Office Use Only

Received by: Date Received:

Approved by: Date Approved: