



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 or overload (less than or over 4 subjects per study period) must obtain approval from the Head of School/ Head of School's delegate 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: *[Please list all subjects recommended by the Head of School for the study period, if you have been recommended. Otherwise, leave this part blank]:*

.....

.....

.....

.....

4. Add or Drop Subjects

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

Subject Code	Subject Title	Add/ Drop

5. Other Enrolment Amendment Request

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

6. 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 and immigration advice prior to submitting this request.
- I understand that even when a reduced study load is approved, there is a possibility that I may be enrolled in fewer than 8 subjects within an academic year if student enrolments in one of my required classes are insufficient for the class to run. I acknowledge that I am responsible for any additional costs I may incur, including tuition fees, living expenses, and other costs associated with any extension to my study duration as a result of a reduced study load.

Student's Name:	
Signature:	Date:

Office Use Only

Received by: Date Received:

Approved by: Date Approved:

Remarks (if any):