

Enrolment variation

Students at partners outside Australia

RMIT student number _____ Date of birth (DD/MM/YYYY) _____

Full name _____

Program name _____ Program code _____

Campus _____ Contact telephone number _____

This form is for students studying in RMIT programs delivered outside Australia at a partner institute.
 You must read the information on page 2 before completing this form.
 Lodge the completed form with your partner institute.

Change of enrolment details

Class drops (withdrawals)

RMIT term code	Subject area	Catalogue no.	Course title	RMIT class no.

Class additions

You must have completed an enrolment for the academic year to add classes/courses. For more information please see page 2.

RMIT term code	Subject area	Catalogue no.	Course title	RMIT class no.

Student declaration

I understand that I may remain liable for all fees if this duly authorised form is not submitted by the specified deadline.
 (Please contact your local institute for fee information.)

I understand that the effective date is the date this form is received by the local administrator (as evidenced by the date stamp).

I have read and I understand the information on page 2 of this form.

I have retained a stamped copy of this form as evidence of submission.

Student signature _____ Date (DD/MM/YYYY) _____

Partner institute use only

Has the student received a copy of this form? Yes No

Signature of authorised officer – home school _____

Date (DD/MM/YYYY) _____

Date of receipt at partner institute

Date stamp

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Enrolling after leave of absence

To add classes after an approved leave of absence you must have completed an enrolment for the academic year to which the enrolment belongs.

If you had not enrolled prior to taking an approved leave of absence, you must complete your enrolment prior to submitting an Enrolment variation form to add classes for that academic year. If you had enrolled prior to taking an approved leave of absence, you do not need to complete another enrolment form to add classes for that academic year.

Student with outstanding debts

Please refer to your partner institute for relevant policies.

Deadlines relevant to your partner institute are available at rmit.edu.au/students/student-essentials/information-for/students-at-partners-outside-australia/important-dates.

Form submission

Your completed form must be lodged with your partner institute. For contact information go to rmit.edu.au/students/offshore.

If you have general queries, please contact RMIT Connect at rmit.edu.au/students/contact-and-help/connect.