

ENROLMENT PERMISSION FORM

IMPORTANT INFORMATION

Use this form when you require special permission or instructor consent to enrol into a course. You will need to gain permission from the course coordinator or supervisor before you submit the signed form to Student Central. If approved, you will be advised via your student email account and you will be able to enrol in your course through USC Central. **This form can be submitted once course enrolments open.**

STUDENT DETAILS

<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> USC student ID number									Family name:	Given name:
Telephone number:	USC email address: @student.usc.edu.au									
Semester/Trimester/Session:	Year:									
Course Title:	Course Code:									
Discipline, if required (e.g. Advertising):										
Project Title, if required (e.g. ABC News Internship):										
Reason: <input type="checkbox"/> Pre-requisite/Co-requisite not met <input type="checkbox"/> Instructor consent required <input type="checkbox"/> Other										

STUDENT DECLARATION

The University of the Sunshine Coast collects, stores and uses personal information only for the purposes of administering student and prospective student admissions, enrolment and education. The information collected is confidential and will not be disclosed to third parties without your consent, except to meet government, legal or other regulatory authority requirements. For further information consult the University's [Information Management Framework - Governing Policy](#) at usc.edu.au/privacy

I understand the University's Academic Rules and the rules and structure for my degree program. I have checked that the course indicated on this form is permissible in my current degree program. **I acknowledge it is my responsibility to seek the consent and signature of the course coordinator or supervisor.**

Student signature: _____ Date: _____

COURSE COORDINATOR / SUPERVISOR (IF REQUIRED) APPROVAL

Course Coordinator:	Supervisor:
Signature:	Signature:
Date:	Date:

ENROLMENT PERMISSION FORM

STUDENT CENTRAL USE ONLY

Activated by:

Signature:

Date:

ENQUIRIES AND LODGEMENT

In person: Student Central, Ground floor, Building C
Sippy Downs Campus

Email: studentcentral@usc.edu.au

Mail: Student Services and Engagement – ML23
University of the Sunshine Coast
Maroochydore DC QLD 4558

Phone: +61 7 5430 2890