SPECIAL APPROVAL FORM

THIS IS NOT A CHANGE OF ENROLMENT FORM. If you are changing your enrolment, a Change of Enrolment form must be completed and lodged with this form. Change of Enrolment forms can be obtained from your Student Office.

The addition of unit/s after Week 1 will require a Special Approval Form to be completed and payment of a $50 late fee.

PERSONAL DETAILS - PLEASE COMPLETE FORM IN BLACK OR BLUE BIRO

<table>
<thead>
<tr>
<th>Family Name</th>
<th>Given Names</th>
<th>Course</th>
<th>Student Office</th>
</tr>
</thead>
</table>

SPECIAL APPROVAL REQUESTED FOR

I acknowledge that my Student Office must approve this request for it to be considered final.

Student Signature | Date

STUDENT OFFICE USE ONLY

1 RULE WAIVER


If approval is to be granted to waive a rule, please complete the following:

1. Type of Rule
   - [ ] Unit Rule
   - [ ] Unit Set Rule (Majors/Programme)
   - [ ] Course Rule

2. Description

3. Reason for Rule Waiver
   Rationale:
   - [ ] Special Consideration
   - [ ] Equivalent knowledge/sufficient background
   - [ ] University policy (2 point rule)
   - [ ] High achiever
   - [ ] Other

2 LATE ADDITION OF A UNIT

If approval is to be granted for the late addition of a unit please complete the following.

<table>
<thead>
<tr>
<th>Unit Title</th>
<th>Unit Code</th>
<th>Available Semester</th>
<th>Credit Points Value</th>
</tr>
</thead>
</table>

3 ACADEMIC RECOMMENDATION (if applicable)

Recommended:
Signature of Unit Coordinator, Head of School or other delegated authority)
Rationale:

Name: Date:

4 DECISION

Does Faculty have delegated authority for this type of rule waiver? Yes / No

Outcome:
APPROVED / DECLINED / SUBMITTED TO UNIVERSITY

Name: Date:

(Signature of Student Advisor or other delegated authority)
Rationale:

Date rule waiver submitted to University (if applicable): Final Outcome from University
APPROVED / DECLINED

January, 2019