



ENROLMENT VARIATION FORM

Information for Students

1. This form is to be used by students who would like to make a change to their unit of study enrolment.
2. If a unit of study does not appear on Moodle within 1 week of submitting this form, please contact the Administration Office as soon as possible.
3. Complete all sections of this form and either lodge in person at the Administration Office or email it to administration@sitcm.edu.au.

Personal Details

Family Name:	Given Name:	Student ID:
Contact Phone Number(s):	Email:	

Unit of Study for which you are requesting enrolment

Unit Code	Unit Name	Add / Remove	Semester or Term / Year

Student Declaration

- I acknowledge that, if for any reason, I wish to change my unit enrolment including formally withdrawing from unit(s), I must submit another Enrolment Variation Form to the Administration Office before the census date.

Student Name:

Student Signature:

Date:

Please retain a copy of your submission for your own records.

It is your responsibility to cancel any unit(s) before the census date. Non-attendance in a unit does not indicate that you have formally withdrawn from the unit.