





**Enrolments** – Student Administration Services  
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## Application for Non-Standard Session Enrolment

*Please read these Notes before completing the form.*

### **Who should apply?**

This form is for continuing undergraduate students who wish to enrol in a non-standard session course as part of their degree.

COLLEGE OF LAW STUDENTS: Please visit <http://law.anu.edu.au/undergraduate/Summer.asp> for further information regarding your summer school options.

COLLEGE OF BUSINESS & ECONOMICS STUDENTS: Please complete the separate CBE Summer Session application form available at [http://www.anu.edu.au/sas/forms/CBE\\_NAX\\_Summer\\_School\\_App.pdf](http://www.anu.edu.au/sas/forms/CBE_NAX_Summer_School_App.pdf) and submit it directly to the CBE office.

### **When should this form be submitted?**

This form should be submitted by 4 December 2009 for Summer Session applications. For all other sessions the form should be submitted at least 3 weeks prior to the course start date.

### **Where should the form be submitted?**

This form must be submitted directly to your College Student Office.

### **What else do you need to know?**

**Other paperwork:** For some courses a supplementary application form must also be completed and submitted, eg courses in the ANIP program and BIOL3063. Check with your College Office for further information.

**Census Dates:** To find the Census Date for your non-standard session course please log on to <http://info.anu.edu.au/StudyAt/ListCourseFees.asp>. Select your course, click on the 'Fees and Dates' link and scroll down to find the census date.

**Fees:** Students who enrol in non standard sessions will be liable for the fees relevant to the course/s they enrol. If you are enrolled under your current program then you will be charged the same fees as you would normally be charged, so Commonwealth Supported students will be Commonwealth Supported and International students will be charged International Student Fees.

All Commonwealth Supported Students will be recorded as upfront payers. If payment is not received by the due date on the invoice and we have your tax file number on file your debt will automatically be deferred. Permanent residents and New Zealand citizens will be required to pay upfront without a discount.

You are able to pay on line in ISIS using a Master card or a Visa card. You may also use BPay. Please check the fees web site for further payment options and information about fees in general. [www.anu.edu.au/sas/fees](http://www.anu.edu.au/sas/fees).

Should you have an enrolment as of census date you will then remain liable for the fees.

**Students must check their student email account regularly.  
Official and important University information is sent to student email accounts only.**

For further details on enrolment requirements, refer to the *Quick Reference Student Enrolment and Administrative Procedures (SEAP) Guide*. Copies of the *Quick Reference SEAP Guide* are available at Student Administration Services and College Offices. The complete version of the SEAP Guide is available online at [www.anu.edu.au/sas/seap](http://www.anu.edu.au/sas/seap).