



Student Administration Services
 Pauline Griffin Building (11)
 Canberra ACT 0200 Australia
 CRICOS Provider Number: 00120C

Credit (Status) Application

Before completing this form, read the instructions on the reverse.

SASS 31 12.03.08

Please submit this form to your College/Faculty Student Office, with appropriate documentation.

Family Name:		Initials:		Uni-ID:						Program Name:	
Mailing Address: <small>(Have you updated on ISIS?)</small>										Proposed major/s:	
	State		Postcode							Program/Plan Code:	
	Country (if not Australia)									Do you wish to be considered for Credit for ALL of the courses , which may count towards your new program? Yes/No (write Y/N):	
Email:										<ul style="list-style-type: none"> • from your previous ANU academic record, or <input type="checkbox"/> • listed in the attached transcripts from other institutions <input type="checkbox"/> (If you answered <i>Yes</i> , do NOT list the individual courses below.)	
(If you answered <i>No</i> to the question above (re Credit for all of the courses), please list the course/s for which you are seeking Credit. If you require extra space, use additional forms.)											

Non-ANU Studies for which Credit is Requested:				ANU Courses for which Credit is Requested:			OFFICE USE ONLY			
Course Code	Course Name	Institution	Year	ANU Subject/Catalogue Code	ANU Course Name or Equivalent	Workshop or Instrument	STE/STI EXE/EXI	Units	Source Institution	Career No.

Student Declaration: I certify that the information supplied by me is complete and correct.
 I have read the information on the back of the form.

Total Units Approved: _____
Program Time Limit: _____

Student's Signature: _____ Date:

D	D	M	M	Y	Y
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OFFICE USE ONLY																	
Program/Prescribed Authority 1			Program/Prescribed Authority 2														
Approved by:	Print name	Signature	D	D	M	M	Y	Y	Approved by:	Print name	Signature	D	D	M	M	Y	Y
<i>Delegated College/School/Centre Officer</i>			<i>Date</i>			<i>Delegated College/School/Centre Officer</i>			<i>Date</i>								

Prescribed Authority 1 Credit entered on S21 by: _____ Date:

D	D	M	M	Y	Y
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 Student Advised by Faculty ✓:

Prescribed Authority 2 _____

D	D	M	M	Y	Y
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Credit (Status) Application — Instructions

This form is for students who are seeking:

- a transfer from one ANU program to another and seeking credit (status) in the new program;
- admission to ANU from another institution and requesting credit (status) for previous award studies;
- re-admission to ANU and requesting credit (status) for previous studies at ANU or elsewhere;
- admission to an ANU program and seeking credit (status) for previous non-award studies, including Year 12 extension courses;
- the award of credit (status) for previously approved cross-institutional or Summer Session studies (*please attach original result notice and a copy of the letter of approval from the relevant ANU faculty*).

The completed form should be submitted at registration time by:

- continuing ANU students applying to transfer to a new program;
- students new to ANU; and
- students seeking re-admission to ANU.

For studies other than those completed at ANU, you must attach:

- an appropriate transcript of results (original or certified copy);
- relevant course descriptions; and
- an outline of the degree structure.

Important Note: Processing of incomplete and/or late applications will be delayed.

Contact your Program Adviser or College (Faculty) Office if you require advice on credit (status).



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Credit (Status) Application — Appeals

Credit (status) will be determined by your College/Faculty/School/Centre. If you are dissatisfied with the decision, you should inform your relevant College (Faculty) student office in writing within 28 days of the date of your status notification that you wish to have the decision reviewed. If you are still dissatisfied with the decision, you may seek a review by the Dean or Director.

If you are still dissatisfied, you may request the Director, Student and Academic Services to arrange for the Status and Exemptions Appeals Committee to review the decision. The request must be lodged in writing with the Director within 30 days of your being informed of the Dean or Director's decision.

Appeal provisions are set out in the Bachelor Degrees Rules 2006, and procedures are detailed in the "Review of Decisions Made by Deans under the Bachelor Degrees Rules"

<http://info.anu.edu.au/policies/Procedures/Education/Other/Review_by_a_Deans_under_Bachelor_Degree_Rules.asp>.