

Application to transfer to a Restricted Course

Education

End of Year Application



Applications close at 4.30pm on the last Friday in November

Lodge completed and signed forms at The Student Service Centre, Chancellery Building, Level 2.

CURRENTLY ENROLLED EDUCATION STUDENTS

Students wishing to transfer within Education use the School of Education Internal Course Transfer form available from the Faculty Student Administration forms at www.murdoch.edu.au/fsa/forms/

CURRENTLY ENROLLED MURDOCH STUDENTS

Students expecting to graduate at the end of this semester who are seeking a place in the Graduate Diploma of Education (Secondary) or (Primary) must apply through TISC.

All course transfers appear on your academic transcript.

PLEASE READ THESE NOTES CAREFULLY BEFORE COMPLETING THIS FORM

- Correspondence regarding applications will be by email. Please ensure your details are correct on Myinfo
- If you are in receipt of benefits from Centrelink, it is your responsibility to advise them if you change your course
- Changing your course may affect your advanced standing, which will be reviewed by the Accreditation Officer
- Changing your course may require you to submit a new Request for Commonwealth Support (HECS-HELP or FEE-HELP) form if you are a Commonwealth supported student (not applicable for International fee-paying students). You will be advised if you need to submit a form when the transfer is processed
- **International students:** If you are an **international** student and you change your course of study, you **must** notify the Department of Immigration and Citizenship (DIAC) within 14 days of the course change. As soon as your course change has been processed, please contact Murdoch International for advice regarding your student visa requirements. In most cases DIAC will only note the change of course, but in some cases they may require you to process a student visa for the new course of study – this is usually if the duration of the new course is longer, or shorter, than the previous course.

Fees

- If you are a full fee-paying student (International or Domestic but NOT Up-front Commonwealth Supported), changing your course will change your fees to the current International or Domestic fee approved for the new course

Selection process

Selection relies mainly on academic performance. NB: Areas of demand as identified by the Department of Education and Training may be given priority. Currently these areas are Mathematics and LOTE (Indonesian).

All applicants are required to submit with their applications a Personal Statement (maximum 500 words) which must be signed by the applicant and address the following:

1. Why do you wish to transfer from the course in which you are enrolled at present?
2. Why do you want to pursue a career in Teaching?
3. Why do think you will succeed in the course?

APPLICATIONS WITHOUT A PERSONAL STATEMENT WILL NOT BE CONSIDERED

Personal Details

Student number	<input type="text"/>	Date of birth	<input type="text"/>
Title	<input type="text"/>	Student Names	<input type="text"/>
Email address	<input type="text"/>		

Please ensure your email details are correct on Myinfo as notification of completion of the course transfer will be by email. It is anticipated that all transfers will be completed by the beginning of semester. Any enquiries regarding the progress of this application should be directed to **enrolments@murdoch.edu.au**

Are you an International student?

 Yes No

Which course are you applying to enrol in next year?

Please indicate by ticking the appropriate box.

Also indicate the major you intend to complete, if applicable, eg B1159 BEd Secondary/Bachelor of Arts – History major

Tick	Course	Education Major	Second Major You must complete this if REQUIRED	Any other Major
	B1081	BEd Primary	B-ED-PRIM	
	B1252	BEd Primary/Bachelor of Arts (Australian Indigenous Studies)	BEDPRI-AIS	Australian Indigenous Studies
	B1285	BEd (Primary, 1-10 Health and Physical Education)	B-ED-PHPE	
	B1159	BEd Secondary/Bachelor of Arts	B-ED-SEC	REQUIRED
	B1161	BEd Secondary/Bachelor of Science	B-ED-SEC	REQUIRED
	B1168	BEd Secondary/Bachelor of Asian Studies Specialist	B-ED-SEC	Asian Studies Specialist
	B1275	BEd Secondary/Bachelor of Digital, Media	B-ED-SEC	REQUIRED
	B1170	BEd Secondary/Bachelor of Economics	B-ED-SEC	Economics
	B1174	BEd Secondary/Bachelor of Environmental Science	B-ED-SEC	Environmental Science (4 yr)
	B1219	BEd Secondary/Bachelor of Legal Studies	B-ED-SEC	Legal Studies
	B1291	Bachelor of Education (Secondary)/Bachelor of Communication	B-ED-SEC	REQUIRED
	B1232	BEd Secondary/Bachelor of Media	B-ED-SEC	REQUIRED
	B1269	Bachelor of Education (Early Childhood and Primary)	BED-EC-PRI	
	B1163	Bachelor of Education (Secondary)/Bachelor of Psychology	B-ED-SEC	Psychology (4yr)
	B1276	Bachelor of Education (Secondary)/Bachelor of Psychology(Hons)	B-ED-SEC : H-B-PSYCH	
	B1279	Bachelor of Education (Secondary)/Bachelor of Sports Science	BEDSEC-SPT	

Have you any minors that you will be continuing or wishing to add?

Minors (please specify):

Which campus are you applying to attend?

PERSONAL STATEMENT ATTACHED (tick box)

Restricted course transfers Units and Activities

Students applying for restricted course transfers are advised to enrol in the units they intend to study, and appropriate activities, on the assumption their application for the restricted course may be **unsuccessful**. These units can be changed when advised that the application is successful. However, activities may be limited, see acknowledgement below.

Restricted course transfers acknowledgement

I acknowledge that, due to the restricted nature of the course I am applying for and timing of applications being processed, I will be unable to enrol in units for the new course until the transfer has been approved and processed. I, therefore, understand that there may be some limitation in the activities remaining available to me for this new course.

Signature

Date

You will be advised by e-mail when your application has been processed. It is anticipated this will be before the start of semester.

Enquiries to **enrolments@murdoch.edu.au**

For Selection Committee use only

Application approved

Application not approved

Reason for non-approval

(to be advised to student)

Authorised Signature

Date