

INTERNATIONAL REQUEST FOR AN ELECTRONIC CONFIRMATION OF ENROLMENT (eCOE)



VICTORIA UNIVERSITY

CRICOS Provider No. 00124K

A NEW SCHOOL OF THOUGHT

This form should be completed by international onshore students who wish to request a change of duration to their electronic Confirmation of Enrolment (eCOE).

Further information on completing and submitting this form is on page 2.

PART A: STUDENT DETAILS

Student ID number:

Family name:

Given name:

Primary phone (including area code): Update your contact details on MY VU (www.myvuportal.vu.edu.au)

Course Code:

Course name:

Current eCOE end date: / / Visa expiry date: / /

Overseas Student Health Cover Membership number: OHSC expiry date: / /

PART B: DETAILS OF REQUEST TO CHANGE DURATION OF ELECTRONIC CONFIRMATION OF ENROLMENT (eCOE)

New expected course end date: / /

Reason for changing eCOE end date (please tick and provide supporting evidence):

- Repeating failed units (if you are at risk of unsatisfactory progress please attach evidence of a faculty/school approved study plan)
- Serious illness or injury (attach medical certificate)
- Shorten eCOE duration following Recognition of Prior Learning (RPL)
- Bereavement of family or another traumatic experience (attach supporting evidence. e.g. a letter from a counsellor)
- Reduced study load/overload changes course duration
- Unusual course structure (supporting statement required from faculty/school on the reverse of this form)
- Other (please specify): _____

PART C: STUDENT AGREEMENT

- The information provided by me is true and correct
- I have read and understand the information overleaf
- I have obtained faculty/school approval for my application
- I have attached supporting documents as required by the form

Student Signature: _____ Date: / /

