VICTORIA UNIVERSITY
MELBOURNE AUSTRALIA

OVERSEAS STUDY PLAN - SHORT TERM PROGRAMS

PLEASE COMPLETE THIS FORM ELECTRONICALLY WITH YOUR UNIT CHOICES. ONCE YOU HAVE COMPLETED THIS FORM, PLEASE E-MAIL IT TO YOUR COURSE COORDINATOR, WHO WILL THEN PASS IT ON TO US ONCE THEY HAVE APPROVED IT. WE WILL NOT ACCEPT STUDY PLAN FORMS DIRECTLY FROM STUDENTS.

IMPORTANT TO REMEMBER: **It is your responsibility to ensure that your enrolment is correct before you leave Australia.** Funding will not be transferred until your enrolment is complete.
You will be informed of the enrolment process once you submit this application form to Victoria Abroad.

HOST INSTITUTION UNITS OR PROGRAM NAME			VICTORIA UNIVERSITY EQUIVALENT		
UNIT CODE	UNIT TITLE/PROGRAM NAME	UNIT COORDINATOR INITIALS (IF REQUIRED)	UNIT CODE	UNIT TITLE	UNIT COORDINATOR INITIALS (IF REQUIRED)

COURSE COORDINATOR DECLARATION

TITLE/ NAME:

EMAIL: PHONE:

PLEASE TICK HERE TO CONFIRM STUDENT'S STUDY PLAN: ☐ DATE:

Dear Course Coordinator, once you have confirmed the units with the student, please e-mail this form to **educationabroad@vu.edu.au** and CC the student as we will not be accepting study plans directly from the student.

STUDENT DECLARATION

- I agree that the units approved will be the units taken while abroad. I acknowledge that if units nominated proved to be unavailable or unsuitable it is my responsibility to notify my course coordinator and obtain approval for any changes made to my OVERSEAS STUDY PLAN.
- I declare that the information I have supplied is complete and correct. I acknowledge that provision of incorrect information or documentation may result in cancellation of any offer of place in a Victoria University Study Overseas Program.

STUDENT NAME:

STUDENT ID:

PLEASE TICK HERE TO ACKNOWLEDGE THE DECLARATION: ☐ DATE:

We collect your personal information in accordance with the Students Information Privacy Collection Statement (www.vu.edu.au/student-tools/student-forms) and the Privacy Policy (www.vu.edu.au/privacy).