



CROSS INSTITUTIONAL STUDY APPLICATION FORM

Please complete this form if you are a domestic or international student applying to study at another institution.

If another institution offers a unit or units not offered at the Australian Institute of Higher Education that you want to do as part of your course, you may be able to enrol and get credit towards your Australian Institute of Higher Education degree. Students can submit this form to Student Services. Please note that applications may take up to 1 week to process.

USE BLOCK LETTERS WHEN COMPLETING THIS FORM AND PLEASE KEEP A COPY.

PERSONAL DETAILS

Title: Mr Ms Other (please specify)	
Family name:	
First name(s):	Male Female
Date of birth (dd/mm/yy):	
Student ID:	
Phone (home/mobile):	
Email:	
Do you hold a Permanent Student Visa? Yes No N/A	

COURSE DETAILS

Course Title:
Which other provider do you wish to enrol with:
Have you ever enrolled with this provider? Yes No
If yes, provide your student ID number:

ENROLMENT

Enter the unit(s) you wish to study at the other provider below.

Enter the equivalent AIH unit(s) following your Authorised Representatives advice

Unit code and name - host institution	Credit Points
1.	
2.	
3.	
4.	

Please attach unit outlines for the host institution listed above.

Privacy: We recommend that you read the AIH's Management of Personal Information Policy and associated Procedure published on our website [www.aih.nsw.edu.au]

Return this form to:

Australian Institute of Higher Education P/L

Level 3, 545 Kent St, Sydney NSW 2000

Phone +(612) 9020 8050, Fax +(612) 8004 9286, Email: [studentservices@aih.nsw.edu.au]

OFFICE USE ONLY

Received by:	Date:	Comments:
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Unit code and name - Equivalent AIH Unit(s)	Credit Points	Approved Yes/No
1.		
2.		
3.		
4.		

AUTHORITY TO STUDY

Authorisation from other provider

This student is authorised to study the unit(s) listed above	
Staff member's name:	
Staff member's position:	
Signature:	Date:

AIH Authorised Representative Declaration

This student is authorised to enrol in the unit(s) listed above and upon successful completion will be eligible for credit at AIH for the equivalent unit(s).	
Authorised Representative's name:	
Authorised Representative's position:	
Authorised Representative's signature:	Date:

Approval is not granted routinely and is usually restricted to substantial grounds such as justifiable academic reasons, relocation for work commitments or compassionate reasons preventing you from attending class on-campus. Approval will not be granted if the unit is offered at the Australian Institute of Higher Education. Please attach any additional supporting documentation for this application.