



Academic Approval – Subject Addition

PERSONAL DETAILS

Student Number:	First Name:	Last Name:
Date of Birth:	Telephone:	Email:
Course Code:	Course Name:	Major:

When to use this form

- When it is too late to add a subject via SOLS, and
- Before the last day to add a subject with Academic Approval. Please refer to session and key dates:
<http://www.uow.edu.au/student/dates/>
- When you wish to exceed the maximum number of credit points for a session and/or year
- When you wish to enrol in subject for which the quota has been reached
- When you wish to enrol in a subject which has a course constraint

SECTION A – SUBJECT ADDITION

List below the subjects you wish to enrol in.

Seek approval from the Head of School / Academic Unit for each subject. Please contact the faculty to determine the correct signing authority. <http://www.uow.edu.au/about/faculties/index.html>

Subject Code	Subject Name	Session of enrolment	Campus E.g. Wollongong	A: Subject Addition B: Over Quota C: Course Constraint (Circle applicable)	Head of School / Academic Unit Signature
				A / B / C	
				A / B / C	
				A / B / C	

I understand that this waiver does not exempt me from having to complete the Pre/Co Requisite subject(s).

SECTION B – ENROL IN EXCESS CREDIT POINTS

If you wish to be enrolled in excess credit points, you will need to complete this section and seek approval from the Sub Dean.

Total credit points for which permission is sought		Approved	Sub Dean Signature
More than 64 credit points / Up to 64 credit points		Yes / No	
More than 32 credit points	Autumn	Yes / No	
More than 32 credit points	Spring	Yes / No	
More than 16 credit points	Summer	Yes / No	

STUDENT SIGNATURE

I acknowledge that I have read and have accepted the conditions outlined in this form.

Student Signature:

Date:

Return the completed application with the approval signatures to Student Central.

Contact Student Central:	Office Use Only	Date Received	Date Processed
Building 17, Ground Floor, Northfields Ave, NSW 2522 Ph: 4221 3927 Fax: 4221 4322 Email: askuow@uow.edu.au			