



APPLICATION FOR SPECIAL APPROVAL

Undergraduate/Postgraduate

1. PERSONAL DETAILS											
Student ID <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> </table>										Student's Signature	
Title	Family Name		Other Names								
Course											
Division of Registration		Student Contact Details Telephone: (Day)									
2. PLEASE TICK THE APPROPRIATE BOX BELOW											
UNDERGRADUATE <input type="checkbox"/> Waiver Approval (<i>Go to 3 below</i>) <input type="checkbox"/> Third time permission to enrol in a unit (<i>Go to 4 below</i>) <input type="checkbox"/> Dean of Division Approval (<i>Go to 5 below</i>)		POSTGRADUATE <input type="checkbox"/> Waiver Approval (<i>Go to 3 below</i>) <input type="checkbox"/> Dean of Division Approval (<i>Go to 5 below</i>)									
3. WAIVER APPROVAL											
Unit Code in which you wish to enrol	Offering (Internal/External)	Study Period: (1 st half, 2 nd half, full-year, vacation)	Unit Code of Prerequisite (→ <i>go to 6 below</i>)								
4. THIRD TIME PERMISSION (Not required by Division of Information and Communication Sciences)											
Unit Code in which you wish to enrol	Offering (Internal/External)	Study Period: (1 st half, 2 nd half, full-year, vacation)	Unit Code of Prerequisite (→ <i>go to 6 below</i>)								
5. DEAN OF DIVISION APPROVAL											
Unit Code in which you wish to enrol	Are you seeking Dean of Division Approval (DDA) where DDA is a prerequisite for the unit?	YES <input type="checkbox"/>	(→ <i>go to 6 below</i>)								
6. USE THE SPACE BELOW TO OUTLINE A CASE TO SUPPORT YOUR REQUEST (→ <i>go to 7 below</i>)											
7. DIVISION AUTHORISATION											
<ul style="list-style-type: none"> Submit the completed form to the Division office offering the unit for approval Follow up with the Division for the result of your application <p>Approved/ Not Approved (please circle)</p> <p>Signature: _____ Name: _____ Date: _____</p> <p style="text-align: center;">Dean of Division or Nominee Please Print</p>											

