Frequently Asked Questions

What can I do if the subjects that have been approved are not available at my host university?
If you are changing your subjects within the same department area, you will need to contact the Exchange Coordinator directly by email. You will attach this email correspondence to your post-credit exchange transfer form.

If you are changing your subject to a different discipline area for example from Art History and Theory to Chinese, you will need to forward the new approval from the Exchange Coordinator to the Faculty of Arts to update your enrolment. You can send this email to the Undergraduate email: arts.undergraduate@sydney.edu.au.

How many subjects do I need to be enrolled into on exchange?
Students normally have to be enrolled into full-time load of at least 18 credit points. Student undertaking the Bachelor of Arts (Languages) must be enrolled into 24 credit points of at least 12 credit points must be language subjects.

Can senior exchange units of study count towards a major?
All exchange units of study can count towards your major.

Can I receive approval for more than four subjects that I am undertaking on exchange?
Five units of study is the maximum that a student can undertake per semester on exchange.

Can I use the same academic approval form different departments?
Students must fill out a separate academic approval form for every department.

Do the HECS census date apply to me?
All exchange students are governed by the HECS census dates. No enrolment variations can be made after the census dates.

What happens if I do not enrolled into exchange units of study?
All exchange students must be enrolled into units of study at the University of Sydney while on exchange. If you are not, it may result in your candidature being extended by a semester.

If you discover that you are not enrolled into exchange, please contact the Faculty of Arts Office immediately.

Who can I talk to if I need help with my subject selection?
The Undergraduate Adviser at the Faculty of Arts Office will be able to provide advice about degree requirements.

What happens if I do not submit my Post Exchange credit form?
Your Exchange Officer will advise you when you need to submit your post-credit exchange form. If you do not submit your Post Exchange form, your results will remain incomplete until your submit your form into the Faculty of Arts Office.