



INTERNATIONAL STUDENT, REDUCED LOAD

Please allow ten working days from lodgement with the Faculty of Arts and Social Sciences Office for this application to be processed.

Use this form if you are an international student wishing to do less than 24 credit points in a semester. You may still be financially liable for units of study that you are applying to withdraw from. Please contact the International Office (<http://sydney.edu.au/internationaloffice/index.shtml>) if you are in any doubt.

SECTION A: STUDENT TO COMPLETE

Name: _____ SID:

Award Course: _____ University Email: _____

Department: _____ Telephone: _____

Some important information relating to your application to reduce your load:

- If your application to reduce your load is submitted before the Census date and is successful, you will be withdrawn from the appropriate subject. You will be required to supply supporting documentation with your application.
- If your application to reduce your load is submitted before the DNF date and is successful, you will receive a 'DNF' for the subjects you are withdrawn from. Financial penalties may apply. You will need to supply supporting documentation in **all** cases.
- If your application to reduce your load is submitted after the DNF date and is successful, academic as well as financial penalties may apply. You will need to supply supporting documentation in **all** cases.
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These important dates can be found at http://sydney.edu.au/arts/current_students/important_dates.shtml

I am applying to study less than 24 credit points this semester because:

- Serious illness or injury has resulted in me missing classes for 2 weeks or more (you will need to provide supporting documentation, eg Professional Practitioners Certificate).
- Other compelling circumstances have meant that I have missed classes for 2 weeks or more (you will need to provide supporting documents that support your claim).
- I am unable to manage the unit and will fail if I do not withdraw from it (you will need to supply a letter of support from an academic adviser).
- I cannot enrol in a required pre-requisite because of the structure of my program.
- I have been identified as a 'Student-At-Risk' (supporting documents will need to be submitted).
- I have completed a unit in Summer/Winter School, or been granted credit.
- Other (please describe. _____)

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I wish to withdraw from the following units of study:

UoS Name	UoS Code	Semester / Year
<i>eg Writing for the Media</i>	<i>eg MECO 6901</i>	<i>eg 2/10</i>

Student Declaration:

I declare that the information I have given above is true and accurate. I understand that submission of this application does not guarantee that I can take a reduced load this semester. I also acknowledge that I may still be academically and financially liable for the subjects that I enrolled in at the beginning of the semester in which I am seeking to reduce my load.

Signature: _____ Date: _____

SECTION B: FACULTY OFFICE USE ONLY

Application is: **Approved** **Not Approved**

Comments: _____

Coursework Manager: _____ Date: _____