APPLICATION FOR ADMISSION AND ENROLMENT
CROSS INSTITUTIONAL INBOUND STUDENTS

INFORMATION

Cross Institutional Inbound Study
If you are currently enrolled in a degree at another recognised Higher Education Provider (HEP), you may apply to study single units on a Cross Institutional basis. Applicants must complete all sections of the forms indicated in the checklist below.

You will not be enrolled in a RMIT University degree program or receive an award at the completion of studies. However, you will receive a statement of your final results.

Prerequisites
It is the student's responsibility to ensure that they meet the requirements for entry into the course/s.

RMIT University may not admit Cross Institutional students where insufficient places are available for its own students.

Units Available
You can select from a wide range of courses (which are subject to availability). Outlines are in the RMIT University handbooks, or can be accessed through the internet on: http://www.rmit.edu.au/programs/courses

Enrolment
Enrolment is determined on a semester-by-semester basis and no guarantee of subsequent enrolment can be made. You will receive written notification of the outcome of your application once it has been processed.

Closing Dates
This application must be submitted to the relevant School no later than week 2 of the relevant semester. For School locations go to http://www.rmit.edu.au/schools

Withdrawal
You must complete an RMIT Cancellation of Enrolment form to withdraw from the course in which you are enrolled as a Cross Institutional student. This form must be submitted to your School Administration Office before 31 March (Semester 1) or 31 August (Semester 2) to avoid financial liability or academic penalty.

Tuition Contribution/Fees
Commonwealth-Supported Students and Australian Fee-Paying Students - fees may vary from year to year. See the website: http://www.rmit.edu.au/programs/fees/highered
International Fee-Paying Students - fees may vary from year to year. See the website: http://www.international.rmit.edu.au/info/programfees.asp
Cross Institutional Inbound students will be charged tuition and invoiced by RMIT for courses undertaken at RMIT.

Submission of Applications
Applications should be submitted to the relevant School. You will receive written notification of the outcome of your application once it has been processed.

Website for relevant student information and RMIT forms: http://www.rmit.edu.au/students

Locations of School Administration Offices can be obtained from: http://www.rmit.edu.au/schools

CHECKLIST
Have you:

☐ completed the Cross Institutional Inbound Form? [Ensure all signatures have been obtained] (http://www.rmit.edu.au/students - and click on Forms for students).

☐ completed the RMIT Enrolment Form for Cross Institutional Inbound? [Including: Personal Information Section and Statistical Data Form] (obtain at the relevant school)

☐ completed the Commonwealth Assistance Form (CAF) for a Commonwealth Supported Place (if applicable)?

☐ supplied a certified copy of proof of citizenship?

☐ submitted all completed forms to the relevant School by week 2 of the relevant semester?