



University of Ballarat Higher Education
PO Box 663 Ballarat VIC 3353 Australia

Application for Transfer between Teaching Locations Appeal (Section 1)

<input type="text"/>	<input type="text"/>	<input type="text"/>
University of Ballarat Student ID Number	Program Code	Year Level
Program Name <input type="text"/>		
<input type="text"/>		
Campus or Provider and Location <input type="text"/>		Campus Code <input type="text"/>

Student to complete.

This form is to be submitted to your local Student Administration department. Mt Helen students are to submit to International Student Programs (ISP).

Personal Details: Title First Name

Other Names

Family Name

Date of Birth / / Gender *Male* *Female* Are you an International Student studying in Australia? YES NO

Contact Details: During Semester and Lecture Breaks

Australian Home Telephone ()

International Home Telephone 0011 + *Country Code* ()

Mailing Address Australian Mobile

Suburb/Town/City

Country *State* *Post Code*

eMail

Details of Appeal

Date of Original Request for Transfer Between Teaching Locations? / /

Summary

Please provide a brief description of your reason/s for appealing the decision of your Request for Transfer Between Teaching Locations
(if insufficient room please attach a separate letter)

Supporting Documentation:

Letter explaining reason/s for appeal.

Evidence of Exceptional Circumstances (For example, Health Care Professional Certificate/s)
(If applicable)

Declaration: I hereby appeal the decision not to grant my request to Transfer Between Teaching Locations and acknowledge that I have read and understood the University of Ballarat Transfer Between Teaching Locations Procedure located at http://policy.ballarat.edu.au/esos/standard_7/ch02.php

Student Signature Date / /

Distribution List: Manager International Providers Partner Provider or ISP School Student