

Amend or Reverse Credit Granted (HE) Form

Name		Student ID Number		International Student	Date	
Course Code		Course Name			Year Commenced	
<p>Once granted, credit or RPL can only be amended or reversed at the discretion of the Head of School. See section 10 of Credit (HE) Policy. Please discuss this matter with your Head of Program before submitting the application. List the credits you want to amend or reverse in the table. Briefly outline the reason(s) for your request in the box below.</p>						
Reason(s) for request:						
CREDIT TO BE AMENDED AND/OR REVERSED					SCHOOL USE ONLY	
YEAR LEVEL	SEM	SUBJECT CODE	SUBJECT NAME	CREDIT TYPE (CRT / RPL)	APPROVED	REJECTED
<p>I understand that accepting the credit amendment(s) may result in a change to the amount of time required for me to complete this course. If I am an International student I will seek advice from the International Office if I have concerns.</p>						
STUDENT SIGNATURE:						
SCHOOL USE ONLY						
RECOMMENDED: HOP Name			Signature			
APPROVED: HOS Name			Signature			
OFFICE USE ONLY						
Based on the accepted credit amendments shown above, student's anticipated completion date is:						