



## SPECIAL APPROVAL FORM

**THIS IS NOT A CHANGE OF ENROLMENT FORM.** If you are changing your enrolment, a Change of Enrolment form must be completed and lodged with this form. Change of Enrolment forms can be obtained from the Student Administration Enquiry Counter (Hackett Hall)

*The addition of unit/s after week 3 will require a Special Approval Form to be completed and payment of a \$50 late fee.*

### PERSONAL DETAILS - PLEASE COMPLETE FORM IN BLACK OR BLUE BIRO

<b>Family Name</b>	<b>Given Names</b>
<b>Course</b>	<b>Faculty</b>

### SPECIAL APPROVAL REQUESTED FOR


<b>Student Signature</b>	<b>Date</b>
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### SCHOOL/FACULTY OFFICE USE ONLY

#### 1 RULE WAIVER

(see <http://www.universypolicies.uwa.edu.au/search?method=document&id=UP07%2F134>)

If approval is to be granted to waive a rule, please complete the following:

<b>1. Type of Rule</b>	<input type="checkbox"/> Unit Rule	<input type="checkbox"/> Unit Set Rule (Majors/Programme)	<input type="checkbox"/> Course Rule
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**2. Description**

**3. Reason for Rule Waiver**

Rationale:

<input type="checkbox"/> Special Consideration	<input type="checkbox"/> University policy (2 point rule)
<input type="checkbox"/> Equivalent knowledge/sufficient background	<input type="checkbox"/> High achiever <input type="checkbox"/> Other

#### 2 SPECIAL UNIT

If indicating a "Special Unit" please complete the following details:

Special Unit Title	Credit Points Value	Available Semester	Special Unit Code (if a special unit code does not currently exist, please email your request to create a special unit code to <a href="mailto:unitchanges@admin.uwa.edu.au">unitchanges@admin.uwa.edu.au</a> before submitting this form)

If the "Special Unit" is a substitute for or a component of another existing unit please complete the following:

<b>Existing Unit Code:</b>	<b>Existing Unit Name:</b>
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**Details of Special Unit:**


#### 3 LATE ADDITION OF A UNIT

If approval is to be granted for the late addition of a unit please complete the following.

Unit Title	Unit Code	Available Semester	Credit Points Value

#### 4 DECISION

<b>Recommended:</b>	<b>Name:</b>
(Signature of Head of School or a person authorised by the Head of School)	<b>Date:</b>
<b>Approved:</b>	<b>Name:</b>
	<b>Date:</b>
(Signature of Dean/Associate Dean/Sub-Dean/Faculty Academic Advisor)	<b>Callista Authorisation No.:</b>
<b>Rationale:</b>	