

Application for Student Exchange Outbound



- Semester 2 Exchange program applications close the second Friday in January
- Semester 1 Exchange program applications close the second Friday in July

Student Details

Student No

Phone No

Family Name

Given Name

ECU Course Title

My Emergency Contact Details are up to date in SIMO

Exchange Details

I wish to begin my exchange

Semester 1

Semester 2

Year:

My exchange application is for

One Semester

Two Semesters (Full Year)

Exchange Institution Preferences

A list of ECU Exchange Partners is available here: <http://intranet.ecu.edu.au/student/my-studies/study-opportunities/study-overseas/exchange/where-can-i-go>

	Institution	Country
1 st Preference		
2 nd Preference		
3 rd Preference		

I have researched the above preferences and they offer units that are relevant to the units remaining in my ECU course structure. I have also obtained an updated course planner from the Student Hub confirming I can complete a full-time study loan on exchange.

Supporting Statement (In less than 300 words, use this opportunity to list your personal and academic goals as well as how you see overseas study enhancing your degree program, supporting your future aspirations and career plans.)

My Supporting Statement is attached.

How did you find out about the ECU Student Exchange Program?

If other, please specify:

Global Society

To help students be as prepared as possible for their Learning Abroad experience, ECU provides students with the opportunity to become a member of [The Global Society](#). Membership provides access to a wide variety of pre-departure information, connection to a community of students studying overseas and more.

To sign up for free, please visit the website and register your membership using your ECU student email account.

Student Declaration

I confirm that I have read and agree to the Conditions of Participation for the Student Exchange Program (**over page**).

Student Signature:

Date:

All enquiries and completed forms to be submitted to studyoverseas@ecu.edu.au

Conditions of Participation in the Student Exchange Program

Prior to submitting your application:

- I understand it is my responsibility to research my nominated preferences to ensure they are suitable institutions for me both personally and academically.
- I have obtained an updated course planner from the Student Hub to confirm that an exchange placement is suitable.
- I understand that I must meet with my Course Coordinator to have my [Overseas Study Credit Approval](#) form completed.

Prior to Departure:

- All outstanding ECU fees/encumbrances must be cleared prior to my departure.
- I authorise ECU to release relevant academic and personal information to my host institution for the purpose of arranging my exchange.
- I authorise ECU to enrol me into the applicable ECU units as listed on my credit approval form. These unit enrolments will be subject to the relevant ECU [Fees and penalty dates](#) for the enrolled teaching period and it is my responsibility to liaise with ECU if there are any amendments to my enrolment at the host institution.
- My exchange placement may be terminated if I do not maintain a WAM of ≥ 50 and have an [academic progression status](#) of green in the semester prior to going on exchange and/or I do not complete at least 120 credit points prior to going on exchange. I will be liable for any payments already made related to my exchange placement.
- I cannot participate in my exchange placement without authorisation to travel from ECU via the Travel Approval form. Travel is authorised solely at the discretion of ECU. If travel is not authorised by ECU, my exchange placement will be cancelled with the host institution.
- I understand that ECU reserves the right to postpone or cancel my exchange placement if adverse situations arise in any relevant country (such as natural disaster, military conflict, terrorism, virus outbreak, etc.), or where there are other unforeseen circumstances (including any failure by a third party supplier) that arise between this application, your start date or during the placement. ECU will not be liable for any loss, costs or damages you may incur as a result of a postponement or cancellation.

On Exchange:

- I must provide ECU with my overseas contact details within 1 week of arriving at my host institution.
- All official communication will be sent to my ECU email account and that I am responsible for regularly checking my ECU email account while on exchange.
- I understand that I remain subject to the rules and regulations of ECU as well as the rules and regulations at my host institution.
- I am responsible for confirming my enrolment at the host institution with ECU as soon as it is finalised. Any changes to my enrolment at the host institution may require a new Overseas Study Credit Approval form to be completed and submitted to ECU.
- I understand that if I have amended my enrolment at the host institution and fail to notify ECU via a new Overseas Study Credit Approval form, I will receive a fail grade for the equivalent ECU units I did not complete at the host institution.
- Any changes to my enrolment at the host university must be finalised with ECU prior to the census date of the applicable ECU study period. Requests to amend enrolment after census will not be accepted and/or applicable withdrawal penalties will apply.
- I understand that if I receive a fail grade for units at the host institution, I will receive a fail grade for the approved equivalent ECU unit.

Tuition and Fees:

- I must pay ECU tuition fees and other applicable fees, such as the ECU Student Services and Amenities Fee (SSAF) while I am on exchange.
- Whilst I will not pay tuition fees to the host institution, other host institution administration fees may apply.
- My host university may require me to purchase country or state specific health cover.

Return from Exchange:

- I am responsible for providing an official Statement of Academic Results (transcript) from my host institution to ECU in order to finalise my exchange results.
- Going on exchange in my final semester of studies may delay my graduation.

Office Use Only

☐ Form has been completed, signed and dated

Exchange Eligibility Criteria

☐ Student is green

☐ Course WAM ≥ 50

☐ Completed 120 CP prior to exchange

☐ Min of 45 CP remaining at start of exchange

Completed CP:

Enrolled CP:

☐ Preferences reviewed

Outcome

☐ Conditionally Accepted

☐ Not Successful
Reason:

Processed By:

Date:

Case No.: