

Application for Cross Institutional Enrolment



This form is for ECU students seeking approval to study units at a host institution and crediting that study towards their ECU course.

Section A: Student and Course Details

Student Number

First Name

Surname

Course Code & Title

Fee Category

Reason for request

Section B: ECU Credit Approval for Proposed Units to be Completed at Host Institution

Host Institution

Host Unit Code

Host Unit Title

Teaching Period

ECU Credit Unit Code/Elective Level

Section C: Student Declaration

I acknowledge

Cross Institutional Enrolment will not be granted:

- For units of study with a fail grade (e.g. F, FI, FN, WF etc.) or conceded pass (PC)
- For units of study I have attempted and received a finalised grade (e.g. P, HD, WR etc.)
- If I have exceeded the maximum allowed credit for my course (refer to [maximum credit table](#))

Approval for Cross Institutional Enrolment from ECU does not guarantee acceptance by the host institution.

I am responsible for arranging my enrolment at the host institution and adhering to its statutes, rules, and policies.

The host institution may have different semester dates, and the start and finish dates may differ from those at ECU.

I will incur fee liability for units at the host institution and will be responsible for all associated costs.

For domestic students, this may include meeting conditions related to Commonwealth Support, HECS-HELP or FEE-HELP at the host institution.

I must inform ECU if I withdraw my enrolment from the host institution.

I am required to submit an official academic transcript of results to the Student Hub to receive credit at ECU.

If there is a delay in receiving my results from the host institution, it may cause me to miss the upcoming graduation ceremony. In this situation, my course completion will be reviewed by the next Progression Panel. If confirmed, I will be invited to the next graduation ceremony.

I have attached unit outlines for the host institution units.

In addition to the host institution unit outlines, the Assessor may request further information to complete their assessment.

Student Signature

Date

COMPLETED FORMS ARE TO BE RETURNED TO [STUDENT HUB](#).

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Section C: Course Coordinator's Approval for Cross Institutional Enrolment - CRPL

Cross Institution Enrolment is pre-approval for CRPL and can only be granted in accordance with:

- The Credit and Recognition of Prior Learning Policy.
- Credit and Recognition of Prior Learning Procedures.
- The [maximum credit table](#).

Host Unit Code	Host Unit Title	Teaching Period	ECU Credit Unit Code/Elective Level	CRPL Outcome
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Comments

Course Coordinator

Signature

Date

ADTL Signature (SENG students only)

Date

Section D: Student Hub

CRPL Check

It is not for units of study with a fail grade (e.g. F, FI, FN, WF etc.)

It is not for units of study previously passed (e.g. P, HD, PC etc.)

It will not exceed the maximum allowed credit

International Student

Yes - Referred to Student Success No

Processing

Enrolled in QZZ unit:

Course note added

University Stamp

Processed By

Position

Date