



WHO MUST COMPLETE THIS FORM

All students who are enrolling into a Commonwealth Supported (HECS) Place at Swinburne, who have previously been enrolled in a Higher Education course*, must complete this form. The information supplied will be used to determine the correct fees for your enrolment under Australian Government legislation.

Your fee status will be assessed from the date of receipt of your application and will not be applied retrospectively.

* A Higher Education course is an Associate Degree, Bachelor, Graduate Certificate, Graduate Diploma, Masters or Doctorate

ELIGIBILITY FOR PRE-2008 STUDENT STATUS

What does being a pre-2008 student mean?

- Students pay lower fees for accounting, administration, economics and commerce units than pre-2009, pre-2010 and Current Rate students, and
- Students pay higher fees for mathematic, statistics and science units than pre-2010 and Current Rate students, but the same as pre-2009 students.

Who is eligible for a pre-2008 student status?

- Students who are enrolling into a Commonwealth Supported Place on or after 1 January 2009 and were enrolled in a Commonwealth Supported Place between 1 January 2005 and 31 December 2007 and either:
 - Did not complete the previous CSP course prior to 31 December 2007 or, if they did complete the previous course, the completed course was:
 - an enabling course undertaken in 2007, or
 - the related course for an honour's course in which the student is now enrolling, or
 - one of the degrees within a double degree enrolment and the student is continuing with the second degree¹, or
 - Completed the previous CSP course after 1 January 2008.
- Students who have taken a break from study remain eligible provided they meet the above requirements.
- Students must provide evidence of enrolment in a Commonwealth Supported Place during 1-Jan-05 and 31-Dec-07. Evidence may be in the form of a copy of a Commonwealth Assistance Notice showing dates of enrolment, SLE consumption and/or HECS-HELP debt, or a letter from the previous institution confirming enrolment dates in a Commonwealth Supported Place.
- All pre-2008 eligibility ends on 31 December 2012.

Who is not eligible for a pre-2008 student status?

- A student who enrolled in a Commonwealth Supported Place before 1 January 2008 but withdrew from that course or deferred their enrolment, prior to the first census date of their enrolment, or completed their course prior to 31 December 2007 and the course was not one of the exceptions noted above.
- A student who was enrolled in a HECS Place prior to 1 January 2005 but who was not enrolled in a Commonwealth Supported Place between 1 January 2005 and 31 December 2007.

ELIGIBILITY FOR PRE-2009 STUDENT STATUS

What does being a pre-2009 student mean?

- Students pay higher fees for accounting, administration, economics and commerce units than pre-2008 students, but the same as pre-2010 and Current Rate students, and
- Students pay higher fees for mathematic, statistics and science units than post-2009, but the same as pre-2008 students.

Who is eligible for a pre-2009 student status?

- Students who were enrolled into a Commonwealth Supported Place prior to 1 January 2009 and are not eligible to be classified as pre-2008, pre-2010 or Current Rate student status.

ELIGIBILITY FOR PRE-2010 STUDENT STATUS

What does being a pre-2010 student mean?

- Students pay higher fees for accounting, administration, economics and commerce units than pre-2008 students, but the same as pre-2009 and Current Rate students, and
- Students pay lower fees for education and nursing units than Current Rate students, and
- Students pay lower fees for mathematic, statistics and science units than pre-2008 and pre-2009 students, but the same as Current Rate students.

Who is eligible for a Pre-2010 student status?

- Students who enrolled into a Commonwealth Supported Place, prior to 1 January 2010, and:
 - Did not complete the course by 31 December 2009, or
 - Completed the course but the course was an enabling course for current course, or
 - Completed the course but the course was a related course for an honours course and student is now undertaking the honours course.
- Students who have taken a break from study remain eligible provided they meet the above requirements.
- Students may be required to provide evidence of completion of their previous enrolment.
- Students enrolled in a double or combined degree that completed the requirements of only one of the awards on or before 31 December 2009.
- Students enrolled in a single degree that transfer to a combined or double degree even if they complete the requirements of one of the awards.

Who is not eligible for a pre-2010 student status?

- Students who have previously been enrolled in a Higher Education course and completed that course, except for the conditions stated above.

Who is not eligible for a pre-2010 student status?

- Students who were not a commonwealth supported student for a unit of study undertaken as part of a course of study before 1 January 2010 and withdrew prior to the census date for that unit.
- A student who studied as a HECS student prior to 1 January 2005 but who has not undertaken study between 1 January 2005 and 31 December 2009.

PRIVACY STATEMENT

The information collected on this form is collected for the purposes of assessing your application. If you choose not to complete all the questions on the form it may not be possible for your application to be assessed.

A student's status as a pre-2008, pre-2009 or pre-2010 will be disclosed to the Department of Education, Employment and Workplace Relations (DEEWR).

You have the right to access personal information that the University holds about you, subject to any exceptions in relevant legislation. The University acknowledges and respects the privacy of individuals and has a Privacy Policy which outlines the ways in which we intend to meet our privacy commitments and details the procedures for making complaints under the Act.

¹ Students who completed the course on or before 31-Dec-2007 are not eligible to retain the pre-2008 status.



Application to be considered as a Pre-2008, Pre-2009 or Pre-2010 Commonwealth Supported Student



SECTION A: STUDENT DETAILS

Student ID:		Title:	
Family Name:		Given Name:	

SECTION B: COURSE DETAILS

OFFICE USE ONLY
- Tick appropriate outcome for each question and use on worksheet to determine status

Q1	Have you previously been enrolled in a Higher Education* course? * A Higher Education course is an Associate Degree, Bachelor, Graduate Certificate, Graduate Certificate, Graduate Diploma, Masters or Doctorate	<input type="checkbox"/> Yes	<i>(proceed to Q2)</i>	
		<input type="checkbox"/> No	<i>(Do not complete this form)</i>	➤ Student should be enrolled as 'current student' (default pre post indicator)
Q2	What Commonwealth Supported Place course are you enrolling into at Swinburne?	_____		<input type="checkbox"/> Student not enrolling in a Commonwealth Supported Place ➤ Student should be enrolled as per Student One defaults Use Worksheet 1 where: <input type="checkbox"/> Student commencing a CSP but course is not a Natural & Physical Sciences Course (whether or not previous course was Natural & Physical Sciences)
Q3	What is the name of the Higher Education course you were previously enrolled in?	_____		Use Worksheet 2 where: <input type="checkbox"/> Student commencing a CSP Natural & Physical Sciences Course, and <input type="checkbox"/> Previous enrolment was in Natural & Physical Sciences Course Use Worksheet 3 where: <input type="checkbox"/> Student commencing a CSP Natural & Physical Sciences Course, and <input type="checkbox"/> Previous enrolment was not in a Natural & Physical Sciences Course
Q4	What year did you commence the previous course (noted in Q3)?	_____		<input type="checkbox"/> Commenced prior to 1-Jan-05 and no active enrolment since <input type="checkbox"/> Commenced prior to 1-Jan-05 and had an active enrolment 1-Jan-05 and 31-Dec-07 <input type="checkbox"/> Commenced between 1-Jan-05 and 31-Dec-07 and had an active enrolment during that time <input type="checkbox"/> Commenced between 1-Jan-08 and 31-Dec-08 and had an active enrolment during that time <input type="checkbox"/> Commenced study prior to 1-Jan-10.
Q5	When was your last active enrolment* in the previous course (noted in Q3)? *active enrolment means enrolled as at census date	_____		
Q6	Have you completed the previous course (noted in Q3)?	<input type="checkbox"/> Yes	<i>(proceed to Q7)</i>	<input type="checkbox"/> Student completed previous degree prior to 31-Dec-2007 <input type="checkbox"/> Student completed previous degree during prior to 31-Dec-2008 <input type="checkbox"/> Student completed previous degree prior to 31-Dec-2009 <input type="checkbox"/> Student has not completed previous degree <input type="checkbox"/> Evidence of completion provided. <input type="checkbox"/> No evidence of completion provided.
		<input type="checkbox"/> No		
Q7	Was your enrolment in the previous course (noted in Q3) as a Commonwealth Supported student (CSP) or as a Full Fee Paying student? * Acceptable forms of evidence of prior enrolment in a Commonwealth Supported Place include either: <ul style="list-style-type: none"> A copy of a Commonwealth Assistance Notice (CAN) showing consumption of Student Learning Entitlement (SLE), and/or obtaining a HECS-HELP loan, for the dates you are claiming to have been enrolled as a Commonwealth Supported student, or A letter from your previous institution confirming you were enrolled in a Commonwealth Supported Place, and the date you commenced your enrolment as a Commonwealth Supported student, and the date you were last enrolled in that course as a Commonwealth Supported student. 	<input type="checkbox"/> Commonwealth Supported (CSP)*	<i>(proceed to Q8)</i>	<input type="checkbox"/> Student completed previous degree prior to 31-Dec-2007 <input type="checkbox"/> Student completed previous degree during prior to 31-Dec-2008 <input type="checkbox"/> Student completed previous degree prior to 31-Dec-2009 <input type="checkbox"/> Student has not completed previous degree <input type="checkbox"/> Evidence of completion provided. <input type="checkbox"/> No evidence of completion provided.
		<input type="checkbox"/> Full Fee Paying		
Q8	Will you be seeking exemptions in your new course (noted in Q2) for the previous course (noted in Q3)? * If you have completed the course mentioned in Q3 you are still eligible to request exemptions, but whether or not you are seeking exemptions is not relevant in terms of determining your fee status	<input type="checkbox"/> Yes	<i>(proceed to Section C)</i>	<input type="checkbox"/> Exemptions are being sought <input type="checkbox"/> Exemptions are not being sought
		<input type="checkbox"/> No		

SECTION C: DECLARATION

I declare that the information supplied on this form and the information given in support of my application is correct and complete.

- If the answer to Q6 was 'Yes' – I attach evidence of completion of my previous Higher Education course;
- If the answer to Q7 was 'Commonwealth Supported' and I was enrolled prior to 1 January 2008 – I attached evidence of previous Commonwealth Supported enrolment;
- If the answer to Q8 was 'Yes' – I attach a completed Application for Exemption form.

Signed _____ Date ____/____/____

OFFICE USE ONLY
Enter status on worksheet and attach worksheet to this form.