



General information

This form is only to be used by undergraduate students enrolled in the Faculty of Business Economics and students enrolled in both undergraduate and postgraduate courses managed by the Faculty of Information Technology and Faculty of Art & Design.

Students who have not re-enrolled by the late re-enrolment period and have lost their place must apply to be re-admitted by completing this form.

Late fine

A late fee of \$110AUD will automatically be applied to your student fee account, if your application for late re-enrolment is approved. A fee invoice will be sent at a later date with payment details.

Supporting Documentation

Supporting documentation explaining the exceptional circumstances that prevented you from re-enrolling must be provided.

Approval

The faculty office will advise you if your application has been approved by sending an email to your Student email address.

Re-enrolment

Faculty of Business & Economics students must attach an Enrolment Amendment form outlining the next year's enrolment with this application.

Faculty of Information Technology and Faculty of Art & Design students will be required to re-enrol via WES upon approval of this application.

Closing Dates

Closing dates for processing applications vary. For details on closing dates please refer to the following web site:
<http://www.adm.monash.edu/service-centre/forms/>

Lodgement of applications

Caulfield Campus

Caulfield Applications should be submitted to the Caulfield Service Centre.

Berwick, Peninsula, Gippsland, Clayton Campuses

Applications should be submitted to the faculty office on your home campus.

Privacy statement

The information on this form is collected for the primary purpose of assessing your application. Other purposes of collection include the creation of a record on the student database, attending to administrative matter, corresponding with you and statistical analyses. If you choose not to complete all the questions on this form, it may not be possible for the faculty to assess your application. Personal information may also be disclosed to relevant educational institutions for the verification of your qualifications. You have the right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact the University Privacy Officer on 9905 6011 or email: privacyofficer@adm.monash.edu.au

RECEIVED	
Please retain this copy as proof that your application has been submitted	
Student ID number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Tracking number: _____	

