



MASTER OF ACCOUNTING / PG DIPLOMA IN ACCOUNTING

CHANGE OF UNIT ENROLMENT FORM 2008

FAMILY NAME: _____ OTHER NAME/S: _____	STUDENT ID:	<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> </tr> </table> Course enrolled in: _____ <div style="text-align: right; font-size: small;">(eg: Master of Accounting)</div>								

1. DISCONTINUE THE WHOLE COURSE? YES NO

2. WITHDRAW FROM A UNIT:

Important dates to withdraw from a unit are shown on page 2 of this form.

	Unit Code							When Offered
Example:	A	C	C	G	8	4	9	T1
Unit 1								
Unit 2								
Unit 3								
Unit 4								
Unit 5								

Withdraw - When Offered Options	
T1	Trimester 1
T2	Trimester 2
T3	Trimester 3
Sem 1	Semester 1
Sem 2	Semester 2

3. ADD A UNIT

Important dates to add a unit are shown on page 2 of this form

	Unit Code							When Offered
Example:	A	C	C	G	8	4	9	T2
Unit 1								
Unit 2								
Unit 3								
Unit 4								

Add - When Offered Options	
T1	Trimester 1
T2	Trimester 2
T3	Trimester 3
Sem 1	Semester 1
Sem 2	Semester 2

4. STUDENT'S SIGNATURE:

_____	Date: _____
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PTO

Master of Accounting/ PG Diploma in Accounting

Change of Unit Enrolment 2008

- **MASTER OF ACCOUNTING/PG DIPLOMA IN ACCOUNTING STUDENTS**

Complete a Change of Unit Enrolment form and take it to the Master of Accounting Office, Level 2, Building E4A to be approved and processed.

- **ACADEMIC ADVICE**

Academic approval is not compulsory to change a unit but you are encouraged to seek academic advice from your Department if you require it.

CENSUS DATES

Unit census dates can be found on the University website at <http://www.mq.edu.au/reforms>

- **Important Dates for Trimester Units- 2008**

Last Day to:	Trim 1	Trim 2	Trim 3
Add a trimester unit	25 Jan	9 May	22 Aug
Early Withdraw (Census date)	11 Feb	26 May	8 Sept
Withdraw without Fail " W " (& incur fees)	10 March	23 June	6 Oct

- **Important Dates for CPA/CA Units: ACCG833/ACCG834 – 2008**

Last Day to:	First Half year	Second Half Year
Add an internal unit	7 March	15 August
Early Withdraw (Census date)	31 March	31 August
Withdraw without Fail " W " (& incur fees)	28 April	28 Sept

DISCONTINUANCE OF A UNIT AFTER THE UNIT CENSUS DATE

Withdrawal from a unit **after** the relevant census date for the unit will incur fees for the unit. Refer to the relevant Census Date section set out above.

**B.J. Spencer,
Registrar & Vice Principal**