

Changing your Enrolment (adding/dropping courses)

If you wish to change your enrolment you can use the add or drop functions via myEnrolment up until the relevant cut off date for adding and/or dropping courses in each study period. For an explanation on these dates (for example, Add Deadline or Census date) please see the **Study Period Key Dates** section of this document.

Tip: Important add/drop dates for your courses are displayed in your timetable and timetable calendar in myEnrolment. You can also access key dates via [Dates and timetables](#) on the Future students website.

Note: If you wish to cancel your enrolment, you must do so prior to the relevant census date in each study period or you will remain liable for the fees for that study period even if you do not wish to continue with your studies.

Drop Course

You can drop a course from your enrolments at any time up until the study period census date. After the census date, please contact Campus Central to withdraw from a course.

To drop a course, select the relevant study period from the **Enrol in Courses** page.



Study Period **Study Period 5 - 2008**

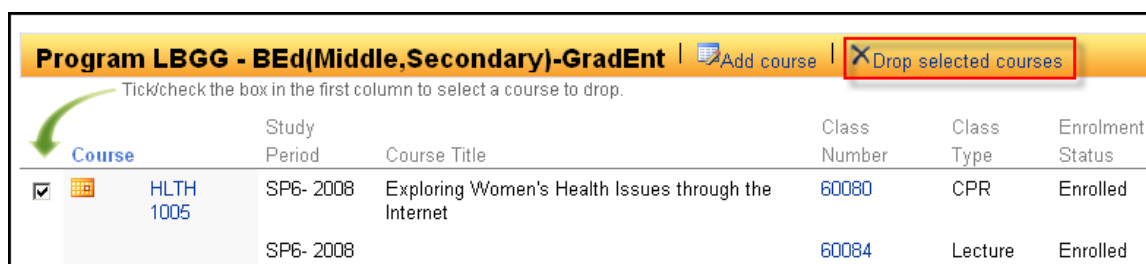
The **Drop selected courses** button should appear on the orange band.



Program **LBGG - BEd(Middle,Secondary)-GradEnt** | Add course | **Drop selected courses**


Note: There are various reasons why the Drop selected courses button may not appear. For example, if the census date for the selected study period has passed. If this is the case, please contact [Campus Central](#) for assistance. The Drop selected courses button will not display if you have no enrolments in the selected study period. Check to ensure you have selected the correct study period.

Tick the course(s) you want to drop, then click **Drop selected courses**.



Program **LBGG - BEd(Middle,Secondary)-GradEnt** | Add course | **Drop selected courses**


Tick/check the box in the first column to select a course to drop.

Course	Study Period	Course Title	Class Number	Class Type	Enrolment Status
<input checked="" type="checkbox"/>  HLTH 1005	SP6- 2008	Exploring Women's Health Issues through the Internet	60080	CPR	Enrolled
	SP6- 2008		60084	Lecture	Enrolled

The following page will display.

Enrol in Courses ⬆

You are about to drop the following course(s). To continue, select 'Drop Selected Courses'. To cancel the request and return to the previous page, select 'Cancel'.

Course	Study Period	Course Title	Class Number	Class Type
 NURS 2025	SP6- 2008	Experiential Learning Activity - Practicum 1	60241	External

Drop Selected Courses

To confirm the drop, select **Drop Selected Courses** again.

If you are dropping the last course for a particular study period, the following warning message will appear. Please read carefully, and if you want to continue the drop, select **Drop Selected Courses** again.

Enrol in Courses ⬆

You are about to drop the following course(s). To continue, select 'Drop Selected Courses'. To cancel the request and return to the previous page, select 'Cancel'.

Commencing students, if this is your first study period and you do not enrol in at least one other course after dropping this course, you may lose your place at the University after the enrolment period closes. Commencing students are required to complete at least one course during their first study period. If you do not intend to enrol, you are required to complete the 'Withdrawal from Program' section on the 'Leave of Absence or Withdrawal from Program' form accessible below.

If you wish to defer your studies and reserve your place in this program for next year, please contact [Campus Central](#) for further information.


Continuing students, please be aware that if you have no enrolments and do not intend to enrol in other courses within your program this year, dropping this course will require you to:

- take a leave of absence from the program, or
- withdraw from the program.

The 'Leave of Absence or Withdrawal from Program' form is available below. For further information, or to submit the form, please contact [Campus Central](#).

[Leave of Absence or Withdrawal from Program - Domestic](#)
(Australian citizens, Permanent Residents or Temporary Residents not on a student visa only)

[Leave of Absence or Withdrawal from Program - International](#)
(International Students Studying in Australia Only)

Course	Study Period	Course Title	Class Number	Class Type
 ACCT 5017	SP5- 2008	Taxation Law M	24410	External

Drop Selected Courses

The following message will display if your drop was successful.

✓ You have successfully dropped Courses from your enrolment.

Study Period Key Dates

Each course taught at UniSA has four critical dates attached to it:

Enrol by Date (sometimes referred to as Add Deadline)

This is the date after which a student cannot add a course to their enrolment for that study period without the permission of the Course Coordinator. This therefore requires a signature approving the enrolment, usually on a hard copy form lodged at Campus Central.

Census date

The census date is key date within each study period. Enrolment in your courses, the financial obligations for those courses, must be finalised by the census date. It is the last day on which a student can withdraw from a course and have it deleted from an academic record without being liable for the course fees or receiving a grade.

Withdrawal date (which is after the census date)

The withdrawal date follows the census date, and is the last day on which you can withdraw from a course and have it recorded as 'withdrawn' (W) on your academic record. The full cost of tuition fees and student contribution amounts are charged for all withdrawals made after the census date, including up to and after the withdrawal date. A 'W' grade does not contribute towards the calculation of a student's grade point average (GPA).

Withdrawal-fail date (which is after the withdrawal date)

The withdrawal-fail date follows the withdrawal date, and is the last day on which a you can withdraw from a course and have it recorded as 'withdrawn-fail' (WF) on your academic record. The full cost of tuition fees and student contribution amounts are charged for all withdrawals made after the census date, including up to and after the withdrawal-fail date. A 'WF' notation contributes a grade point of 1.5 towards the calculation of a student's grade point average (GPA).

Note: Critical dates that fall on a public holiday or weekend will remain in effect and will not be altered to a different date. Online transactions completed on those days (withdrawals and/or payments) will take effect from the actual date on which they were made. For more information see the [Enrolment Policy](#).