



Override Enrolment

Note: Override actions for only one course to be authorised per form

Personal details (must be completed in full)

Identity Number

Family Name			First Names		
Program Code	Program Title				
Career	<input type="checkbox"/> Undergraduate	<input type="checkbox"/> Postgraduate	<input type="checkbox"/> Non-Standard		
Study Period	<input type="checkbox"/> Study Period 1	<input type="checkbox"/> Study Period 2	<input type="checkbox"/> Study Period 3	<input type="checkbox"/> Study Period 4	
	<input type="checkbox"/> Study Period 5	<input type="checkbox"/> Study Period 6	<input type="checkbox"/> Study Period 7		

Time conflict override (to be completed by Student if required)

<input type="checkbox"/>	Override Time Conflict	Allows a time clash. Student can be enrolled into classes that conflict with other classes on their schedule. This override does not need to be authorized by a staff member, and is the student's responsibility.
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Enrolment Override Type (to be completed and authorised by Program Director or authorised nominee)

<input type="checkbox"/>	Override Career	Allows undergraduate to select postgraduate classes and vice-versa
<input type="checkbox"/>	Override Permission	Relates to enrolments that require permission or consent, eg Directed Study
<input type="checkbox"/>	Override Requisites	Overrides enrolment restrictions entered against classes
<input type="checkbox"/>	Override Unit Load	Allows one-off override of a student's load, eg to allow more than full time load to be taken in a given study period

Program Director's (authorised nominee) Name: _____

I confirm that the student is not at risk due to enrolment overload (Override Unit Load only) and has met the pre-requisites to undertake the course.

Signature: _____ Date: _____

Add to Class Schedule (must be completed in full)

Study Period	Subject Area	Catalogue Number	Course Name	Class Type (ie: lec prac, tut)	Class Number	Day	Time

Student Signature

Signature: _____ Date: _____

Once authorised, submit to Campus Central for processing.

You are advised to check myUniSA, (<http://www.unisa.edu.au/myunisa/default.asp>) within 7 working days to confirm processing. If you have any concerns, please contact Campus Central for assistance.

Campus Central Use Only

Signature: _____	Date: _____
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