

OFFER INFORMATION

LEARNING ABOUT YOUR COURSE

You are encouraged to learn more about your course by visiting the handbook at <www.deakin.edu.au/handbook>. Search for your course using the 'Search for a course' facility on the left hand menu.

ON-CAMPUS COURSE ADVICE AND ENROLMENT SESSIONS

Your VTAC offer letter will detail the time, date and venue of the course advice and enrolment session for your course. This session gives you the opportunity to speak to your Course Advisers who can help with your unit selections and provide an overview of your course. Allow at least 15–30 minutes to park and find your enrolment session venue.

TO DEFER YOUR OFFER

If you are unsure about whether to defer your offer, speak to a Course Advisor. If you decide to defer your offer, **you do not need** to attend the course advice and enrolment session, create a username and password or enrol online. Complete the Deferral of Offer form at the back of this booklet and return it **within 5 days** to:

Admissions, Enrolment & Records
Geelong Campus at Waurin Ponds
Division of Student Administration
Deakin University Vic 3217

All deferrals will be approved for a maximum of 24 months. Confirmation of your deferral will be sent to you by email in February 2010, and a reminder letter will be sent in September 2010. To ensure you receive these notices, make sure that the University has your current postal and email addresses at all times. Please note, Irregular Offers cannot be deferred.

TO REJECT YOUR OFFER

If you are unsure about whether to reject your offer, speak to a Course Advisor. If you decide to reject your offer, no action is required. **Do not** attend the course advice and enrolment session or enrol online.

WHAT HAPPENS IF I GET A LATER ROUND OFFER (IE. ROUND 2)?

If you accept another offer into a different course at Deakin or another institution, you will need to withdraw from your initial course. To do this, you must contact Customer Service and request an Enrolment Details Variation form. After completing the form, you must send it to:

Admissions, Enrolments & Records
Geelong Campus at Waurin Ponds
Division of Student Administration
Deakin University Vic 3217

This is very important because if you do not formally withdraw from the course, you may be liable for outstanding fees. You should check with the University after completing this form to ensure your request has been processed.

DEFERRAL OF OFFER FORM

DEAKIN ID NUMBER FROM OFFER LETTER

**DIVISION OF STUDENT ADMINISTRATION
GEELONG CAMPUS AT WAURN PONDS
DEAKIN UNIVERSITY VICTORIA 3217**

You must only use this form if you wish to defer for more than one trimester/semester. If you wish to only defer for a trimester/semester, do not fill in this form. Contact your course advisor for further information.

Please return this completed form to the address above within five working days of receiving your offer of a place.

PERSONAL DETAILS

FAMILY NAME _____ TITLE _____

GIVEN NAMES _____ DATE OF BIRTH _____

VTAC ID / APPLICATION NUMBER _____

EMAIL _____

POSTAL ADDRESS

NUMBER AND STREET _____

SUBURB _____

STATE/COUNTRY _____ POSTCODE _____

TELEPHONE (DAY TIME) _____

COURSE INFORMATION

COURSE NAME _____

DEAKIN COURSE CODE _____ VTAC COURSE CODE (if applicable) _____

BURWOOD GEELONG WATERFRONT ON CAMPUS
GEELONG WAURN PONDS WARRNAMBOOL OFF CAMPUS

HOW LONG DO YOU WISH TO DEFER YOUR STUDIES?

12 MONTHS 18 MONTHS 24 MONTHS

REASON FOR DEFERRAL

FAMILY CONSIDERATIONS FINANCIAL CONSIDERATION
PARTICIPATION IN GAP YEAR PROGRAM STUDY DIFFERENT COURSE
INTEND TO TRAVEL INTEND TO WORK
HEALTH CONSIDERATIONS TO QUALIFY FOR YOUTH ALLOWANCE
UNDECIDED ABOUT COURSE OF OFFER

OTHER (please specify) _____

Deakin University wishes to offer deferrers an option to earn credit towards their course for Gap Year Experiences. These units may be offered online so that you could complete them anywhere in the world. Please tick possible options which interest you:

- a) A unit that recognises either travel or work-related experiences during your deferral.
 b) A unit that enhances preparation for study undertaken in the trimester before returning.
 c) A unit that is relevant to my course.

2. Would you be prepared to pay full fees for such units? YES NO

3. Deakin wishes to increase the networking opportunities for deferrers. Please tick which activities would interest you most.

- a) Social networking opportunities (eg facebook,)
 b) On campus social events that would allow you to explore your course and career opportunities with current students and staff

The information and details I have provided on this form are true and correct.

SIGNATURE _____

DATE _____

OFFICE USE ONLY

COURSE CODE	CAMPUS MODE	KEYED BY	DATE