

Outgoing study plan

For Trimester Abroad Program students

Once completed, this form will be signed by the applicant and a Student Adviser. A completed Outgoing Study Plan is required as part of your application, via the portal, for your outbound exchange program.



Steps

1. Attend a compulsory [exchange information session](#)
2. Have an initial consultation with Student Central
3. Submit units for assessment and/or cross-check [historic assessments](#) against the current [partner exchange course catalogue](#) to confirm the unit/s is still offered and available for the study period you are abroad
4. Once enough units are approved, have your Outgoing Study Planned signed by your Student Adviser and yourself
5. Submit your Outgoing Study Plan to Deakin Abroad, via the application portal, as part of your application.

Contacts

- Deakin Abroad: education-abroad@deakin.edu.au
Specific Outbound Exchange Coordinator contacts are found on [Study Abroad website](#).
- [Student Central](#)
Please continue to engage with the same Student Adviser during this process, to minimise any confusion or complication that comes with the involvement of multiple team members.

General Credit Point (CP) conversions

Region	General Credit Point (CP) conversions
North America	3-4 US credits equals 1 Deakin CP
Europe	7.5 ECTS equals 1 Deakin CP
UK	15 UK credits equals 1 Deakin CP (some UK institutions may use ECTS)
Asia	Varies as institutions may use one of the above options (this should be clear on the Deakin Abroad Partner Institution page via their Application Portal).

Note: Not all overseas credit points are one-for-one with Deakin credit points. It is not uncommon for students who undertake exchange to graduate fractionally over their course credit point requirements e.g., 24.33 credit points.

Student name _____ Deakin student ID _____ Course code _____

Proposed commencement	Length of study	Units available for exchange	Electives (including level)	Core	Major
Trimester 1	One trimester				
Trimester 2	Two trimesters				
Year					

Exchange host university _____ Exchange host country _____

Host university units			Deakin units			
Unit code	Unit title	CP weighting	Unit code	Unit title	CP weighting	Approved

Please aim to have six to eight units (adding up to six to eight Deakin credit points) approved per exchange semester, per partner university

Student Central approval (Combined degree students require the approval of both faculty streams)

Name	Signature	Name	Signature

Student's declaration

I agree that the units approved above will be units taken whilst abroad and that any changes to the above require new approval from Student Central. I acknowledge and accept that it is my responsibility to contact Student Central and the Deakin Abroad Office to arrange this.

I understand that the eligibility of students for membership of external professional accrediting bodies is subject to meeting the requirements of that body. Unit assessments may meet requirements for course completion purposes but Deakin University makes no representation that these will meet requirements of external professional accrediting bodies.

I understand that is my responsibility to research the unit offerings at the host university, and have checked that the units:

- _____ are offered in the correct study period intake; (If based on the previous approvals from the Exchange Database) Have been cross-referenced against the current partner exchange course catalogue to confirm the unit/s is still offered and available for the study period you are abroad
- _____ are offered over one study period (not over a year);
- _____ are not restricted and that are available to incoming Exchange students I understand that I need to be enrolled in a Full-Time load at Deakin and at the host institution.

Applicant's signature _____ Date / /