



## REGISTRATION GUIDELINES

This registration form is for students applying for internships, short courses, summer courses, events or conferences organised by UNSW Exchange Partners. Please ensure you submit this form by email to [advisor4globaled@unsw.edu.au](mailto:advisor4globaled@unsw.edu.au) or in hardcopy to the Global Education Office by the relevant deadline.

### NOTE:

- This is not an application. Students should apply for the overseas program as per the program instructions.
- For students seeking credit transfer: you will need to talk with your faculty/school office about whether you can receive credit for undertaking a course overseas. This is usually in the form of *cross institutional studies* or *advanced standing*. We recommend you print out the information on the overseas university website and show this to your Faculty. They will want information on contact hours, course descriptions, assessments and credits given. Also, it cannot coincide with UNSW semester dates as your first priority will be your UNSW studies.
- Students who are successful in receiving credit for the overseas program may be covered by the UNSW travel policy. Please enclose a copy of the signed *cross institutional studies* or *advanced standing form* if this applies to you.
- Apart from any stipulated funding, students are responsible for covering any costs associated with their short course program.

Any queries should be referred to:

Global Education Programs, Level 2 East Wing, Red Centre Building, UNSW International  
Telephone: +612 9385 5100, fax: +612 9385 5927 or e-mail: [advisor4globaled@unsw.edu.au](mailto:advisor4globaled@unsw.edu.au)

