



Application for Reinstatement of Enrolment

Instructions - read this before proceeding

- WHO should use this form:

Students whose enrolment has been cancelled because they did not pay their fees by the census date and who wish to have their enrolment reinstated.

- Complete and return this form:

Semester 2, 2008 - Domestic Students: on or before 5pm Friday, 29 August 2008

- International Students: on or before 5pm Wednesday, 3 September 2008

By mail: Student Fee Management, QUT, SLSC Building, Victoria Park Road, Kelvin Grove 4059.

or

In person: at the Student Centre on any QUT campus.

- All outstanding monies, including any late fees and the \$100 reinstatement fee must be paid BEFORE this application will be processed.

1. Personal details

Title (Dr/Mr/Mrs/Ms/Miss etc)	Student number	N								
Family name	Date of birth									
Given name(s)	day	month	year							
Mailing address	Course code									
State	Course title									
Postcode	Major									
Daytime phone	QUT student email									
Mobile										@student.qut.edu.au

2. Reinstatement details

Units to be added:

Unit codes 1. 2. 3. 4.

Note: You will only be reinstated into any units you were enrolled in as at the census date. Once your reinstatement has been processed and you have received a confirmation email to this effect, you will need to re-visit QUT Virtual to complete any enrolment needed for the next available teaching period and beyond.

Signature Date/...../.....

Student Fee Management use only

Processed by Date/...../.....

Teaching period / semester reinstated

- | | |
|---|--|
| <input type="checkbox"/> Receipt confirmation | <input type="checkbox"/> FA confirmed |
| <input type="checkbox"/> Encumbrance lifted | <input type="checkbox"/> PPS confirmed |
| <input type="checkbox"/> Course reinstated | <input type="checkbox"/> Notes |
| <input type="checkbox"/> Units reinstated | <input type="checkbox"/> Confirmation to student |
| <input type="checkbox"/> MAdj LF | |
| <input type="checkbox"/> MAdj RF | |