

UTS GLOBAL EXCHANGE PROGRAM

CHANGES TO STUDY PLAN INSTRUCTIONS- PAGE 1

This form is to be used for students who have been accepted for exchange and who need to update their study plan for core/ major/ sub major subjects.

If you are only using electives you do not need to complete this form.

ELECTIVES:

- **Electives** are flexible subjects listed as 'free electives' in the UTS online handbook at <http://www.handbook.uts.edu.au/>
- Business electives and Law options are a form of elective subjects for the purpose of this form
 - Law options must be Law subjects, International Business studies subjects must be all Business subjects

Host country	24 UTS credit points	18 UTS credit points
Canada	15 credit points Exceptions: Ottawa (Telfer School of Mgmt) 12 Ryerson 4.0 credits Regina 4 subjects Waterloo 2.5 credits	12 Please check with UTS International Please check with UTS International Please check with UTS International 2.0
Europe	30 ECTS* credits	22.5
Hong Kong	12 credit points	9
Ireland	30 ECTS credits	22.5
Japan JF Oberlin UG	16 credit points	12
Japan Other universities	Please check with UTS International	
Malaysia UG	21 credit points	15
Mexico	48 credit points	36
Mexico Tec de Monterrey	18 credit points	12 credit points
South Korea UG	16 credit points	12
Thailand KMUTT UG	18 credits	15 credits
Thailand KMUTT PG	9 credit points	7
South Korea Yonsei PG	7.5 credits	6 credits
South Korea Korea PG	6 credits	5 credits
UK	60 credits	45
USA	12 credit hours	9
Other countries	Please check with UTS International as institutional guidelines vary	

How to complete this form

1. Add your personal and exchange program details to page 2
2. Write your elective credit points in part A, current approved subject matches in part B, and new requested subject matches to part C
3. Calculate your total credit points at UTS and at your host university in part D (refer to the table above)
4. Submit to your student Centre for assessment
5. When it's approved/ declined make a copy
6. Submit the original to UTS International

UTS GLOBAL EXCHANGE PROGRAM
CHANGES TO STUDY PLAN- PAGE 2

Title (Mr/Ms)	Surname/Family Name	Given Name/s	Student No.
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
UTS Course Code	Name of Course		UTS Faculty
<input style="width:95%;" type="text"/>	Degree <input style="width:50%;" type="text"/> Major <input style="width:50%;" type="text"/>		<input style="width:95%;" type="text"/>
Country	Name of Exchange University	Year of Exchange	UTS semester of exchange
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
Number of semesters (1 or 2)			
<input style="width:95%;" type="text"/>			

Part A			Elective type? (Free electives / International Business Sub-major / Law Options)			Faculty use only Approved?	
Electives:						Yes	No
Part B			Current approved subject matches				
UTS Subject number	UTS subject name	UTS credit points for subject matches	Host subject name (attach detailed subject outlines)	Host subject number	Host credit points	Yes	No
Eg. 24208	Marketing Foundations	6	Foundations of Marketing	MKG101	7.5		
Part C			New requested subject matches				
		UTS credit points for subject matches					
Part D			Total UTS Credit Points requested-				
						Total Host credit points	

Faculty Staff Use Only **Name:** _____ **Signature:** _____ **Date:** _____