# UTS

# Application for Reduced Study Load

Conditions to apply:

- ✓ You are Coursework International student visa holder
- ✓ You must enrol in full-time study load (where possible) until you receive a response to your application
- ✓ All applications must include supporting documentation. Refer to the website for required documentation
- ✓ Additional supporting documentation is required for below courses:

  - o **Sponsored Students** – confirmation from sponsor to support your request to reduce your study load
  - o **UG Nursing** - approval and recommended enrolment plan from Course Director. Students to email **ugnursingadmin@uts.edu.au for faculty approval.**
  - o **Master of Advanced/Health Services Management -** approval from faculty required. Students to email **Health.academic.programs@uts.edu.au**
  - o **Master of Laws** - approval from Director of Students. Students to Email: Karen.Lee@uts.edu.au
  - o **Graduate School of Health -** approval from Faculty. Students to email **gshadmin@uts.edu.au**

- ✓ Submit your completed application via My Student Portal
  - o Select ASK UTS, then select Enquiry Category and Submit a Form
- ✓ The outcome can take up to 2 weeks and will be communicated via your application in My Student Portal. Check regularly during the 2 week period.

*Complete all fields on this form

| The Teaching Session You are Applying For | | | |
|---|---|---|---|
| **Year** | YYYY | **Teaching Session** | Choose a session |

| Enrolment Details | |
|---|---|
| **How many credit points do you want to enrol in this session?** | |

| Student Details | |
|---|---|
| **UTS Student ID Number** | |
| **Family Name(s)** | |
| **Given Name(s)** | |
| **Visa Expiry** | DD/MM/YYYY |
| **Sponsored Student** | Choose an option |

| Course Details | |
|---|---|
| **Course Code** | C |
| **Course Name** | |

| **Reason for Applying** *You can refer to the [UTS website](#) for more information.* | |
|---|---|
| Select a reason | Choose a reason |
| Briefly explain your reason/s for applying for reduced study load below. | |
| | |

\*Proposed study plan to ensure you are on track to complete by CoE end date.

| **Proposed Study Plan** | | |
|---|---|---|
| Outline how you plan to complete your remaining subjects by filling out the study plan table below. Please refer to the [UTS Handbook](#) to understand your course requirements, recommended enrolment and pre-requisites and check [subject availability](#). | | |

| **Year** | YYYY | | |
|---|---|---|---|
| | **Autumn** | **Spring** | **Summer (optional)** |
| Subject | | | |
| Subject | | | |
| Subject | | | |
| Subject | | | |
| **Year** | YYYY | | |
| | **Autumn** | **Spring** | **Summer (optional)** |
| Subject | | | |
| Subject | | | |
| Subject | | | |
| Subject | | | |
| **Year** | YYYY | | |
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| Subject | | | |

| Subject | | | |
|---|---|---|---|
| Subject | | | |
| Subject | | | |
| **Year** | YYYY | | |
| | **Autumn** | **Spring** | **Summer (optional)** |
| Subject | | | |
| Subject | | | |
| Subject | | | |
| Subject | | | |

| **Declaration** |
|---|
| I, Click here to enter your NAME, as of DD/MM/YYYY, confirm that all provided information is correct and that this information may be provided to the Australian Government or other external bodies only for the purpose of demonstrating compliance with the ESOS Act or other purposes as required by law. |