

Australian School of Business

MCom Plan/Specialisation Change Request

CRICOS No: 00098G

NOTE (Please read the following):

- This form should be submitted to the Faculty Student Centre or faxed to +61 2 9313 7767.
- This form is to be used only for specialisation change within the MCom or MCom Ext program.
- A UNSW academic transcript must be attached if applicable.
- All correspondence will be to your Unimail account.
- Please allow 7-10 working days for your application to be assessed.

DATE RECEIVED

Personal Details

Student ID	Family Name	Given Names
Phone	Mobile	Student Visa <input type="checkbox"/> Local (Aus Citizen/NZ Citizen/Aus PR) <input type="checkbox"/> International

Program Details

Current Specialisation
Requested Specialisation Change

Current Transfer Credit/Exemptions (if any)

1.	2.
3.	4.

Reasons for Transfer

<p>.....</p> <p>.....</p> <p>.....</p>
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Declaration and Signature

I acknowledge that I have read and followed the instructions listed on both front and back of the form.	
Student Signature	Date

For Office Use Only

Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No, details below	
Exemptions to be added:	Exemptions to be removed:
<p>.....</p> <p>.....</p>	<p>.....</p> <p>.....</p>
Reason/Comments	
<p>.....</p> <p>.....</p>	

<input type="checkbox"/> Emailed Name: _____ Signature: _____ Date: _____
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Instructions

Use this form for:

This form can only be used when applying to change the plan of study (specialisation) being undertaken within the Master of Commerce program.

Specialisations Available from 2007:

- Accounting
- Strategic Value Management
- Finance
- International Finance
- Funds Management
- Financial Econometrics
- Banking
- International Business
- Human Resource Management
- Informational Systems
- Organisation and Management Studies
- Business Strategy
- Business Law
- Marketing
- Tourism Marketing

Notes:

- The Faculty will need to review your eligibility for transfer credits (exemptions) if your plan (specialisation) change is approved. You must attach a copy of your transcript for any tertiary education you completed prior to commencing the MCom.
- Where the requirements for the new specialisation can be completed without extending the duration of study, the Faculty will consider a request to change specialisation.
- Such requests must be submitted prior to the final session of study.
- In exceptional circumstances, the Faculty may consider a request that will extend the duration of study, provided documentary evidence of the circumstances is submitted.
- Requests submitted after the commencement of session will be considered as effective for the following session.