CURTIN GO GLOBAL STUDY PLAN PROPOSAL FORM

To participate in a Curtin University Global Program, you must complete this form, send it to the faculty and have it signed by your Course Coordinator, Head of School (HoS) or Delegated Approver and submit it with your Go Global Application.

SECTION 1 – PERSONAL DETAILS – *student to complete**

Curtin Student ID: _____ Course Title (major/stream): _____

Family Name/s: _____ Given Name/s: _____

Partner/Host University or Program Provider: _____

Study Period/s (please tick): Semester One ☐ Semester Two ☐ Summer Break ☐ Winter Break ☐ Year ☐☐☐☐

SECTION 2 – PROPOSED UNIT APPROVAL – PART A and B MUST BE TYPED

All fields must be completed in the below table for each approved unit.

Part A & B to be completed by student. Part C & D to be completed by Course Coordinator, Head of School (HoS) or Delegated Approver.

PART A: PROPOSED UNIT/S AT HOST ***To be completed by the student*** ***Semester Exchange only:*** *Students must have at least 4 preferred units and 2 alternative units per semester of exchange approved.*				PART B: EQUIVALENT CURTIN UNIT/S ***To be completed by the student*** **These units must appear as planned on your study plan.** ***Elective units:*** *need to have planned electives available.* ***Optional units:*** *need to match to same year level & discipline.*				PART C: APPROVAL ***Course Coordinator, HoS or Delegated Approver to complete.*** *For each unit, indicate if passing the Host unit will provide credit for the equivalent Curtin unit listed.*		
	Host Unit Code	**Host Unit Name / Program Name**	**Unit Credit Value or Program Value**	**Curtin Unit Code**	**Curtin Unit Name**	**Curtin Equivalent Credit Value**	**Core, Elective Or Option?**	**Approval Granted**	**Staff Name**	**Staff Signature**
Eg.1	MKT422	International Marketing	3 credits	MKTG2002	International Marketing	25 credits	Core	Yes	John Smith	
Eg.2	PCUL2P63	Communication Design	7.5 ECTS	N/A	Elective	25 credits	Elective	Yes	Jane Doe	
1										
2										
3										
4										
5										
6										
7										
8										

**All personal information collected is handled in accordance with the Australian Privacy Principles*

SECTION 3 – FACULTY DECLARATION

I confirm that the approved Curtin unit codes detailed and approved in part B are relevant to the requirements of the student's Curtin degree and are available in student's current study plan structure.

Curtin Staff Name: _____ Signature: _____

Position: _____ Date: ____ / _____ /_____

SECTION 4 – APPROVAL COMMENTS*(if applicable include any relevant comments/special permissions)*

- I am not aware of any reasons that the student should not be approved to participate in the Global Program.
- I hold the relevant authority/position to approve this student's study plan credit proposal

Curtin Staff Name: _____ Signature: _____

Position: _____ Date: ____ / _____ /_____

SECTION 5 – STUDENT DECLARATION

Refer to Student Declaration on Curtin Go Global online application form

Signature: _____ Date: ____ / _____/_____

SECTION 6 – NOTES TO COURSE COORDINATOR/HEAD OF SCHOOL

- Students should provide you with detailed information on the proposed unit/s they wish to take at the host university/provider.
- Approval can be granted if you are satisfied that the proposed unit/s is sufficiently equivalent to the relevant Curtin course requirement. We ask for understanding as no program can be exactly identical.
- Units can be approved as electives if the unit is appropriate in loading and/or content and the student has available electives on their Curtin study plan.
- Units can be approved as optional units if the unit matches required year level and discipline.
- Each approved unit/s needs to be signed by the unit coordinator or course coordinator.

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