Before completing this form please consult the guidelines for Program/Plan Transfer which can be found at: http://w3.unisa.edu.au/researchstudents/forms/default.asp#program

### PART 1: PERSONAL DETAILS

| Student ID  |  |  |  |  |  |  |  |  |
|-------------|---|---|---|---|---|---|---|
| First Name  |  |  |  |  |  |  |  |
| Family Name |  |  |  |  |  |  |  |

**Load**
- ☐ Full-Time
- ☐ Part-Time

**Mode**
- ☐ Internal
- ☐ External

### PART 2: PROGRAM CHANGES

I wish to change my program
- ☐ Yes
- ☐ No

I want to:
- ☐ Transfer to PhD
- ☐ Transfer to Masters by Research
- ☐ Same Level Transfer

**CURRENT PROGRAM**

<table>
<thead>
<tr>
<th>Program Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Code</td>
<td>Program Plan</td>
</tr>
</tbody>
</table>

**NEW PROGRAM**

<table>
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<tr>
<th>Program Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Code</td>
<td>Program Plan</td>
</tr>
</tbody>
</table>

### PART 3: DIVISION / SCHOOL/CENTRE/INSTITUTE / CAMPUS CHANGES

I wish to change my Division, School/Centre/Institute or Campus
- ☐ Yes
- ☐ No

**CURRENT DETAILS**

<table>
<thead>
<tr>
<th>Division</th>
<th>Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>School/Centre/Institute</td>
<td></td>
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**NEW DETAILS**

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<tbody>
<tr>
<td>School/Centre/Institute</td>
<td></td>
</tr>
</tbody>
</table>

### PART 4: CHANGE IMPACT

**Will the change affect current supervisory arrangements?**
- ☐ Yes
- ☐ No

If yes, please attach a completed ‘Change of Supervision’ form

**Will the change impact the current Statement of Agreement?**
- ☐ Yes
- ☐ No

If yes, please attach a revised ‘Statement of Agreement’ form

**Will the change require a new Confirmation of Candidature?**
- ☐ Yes
- ☐ No

If yes, please attach a revised ‘Confirmation of Candidature’ form
Will the change require a revised Research Proposal? □ Yes □ No
If yes, please attach a revised Research Proposal

Will the change extend the scholarship? □ Yes □ No
If yes, please complete part 6 with cost centre manager approval

For students studying in Australia on an international student visa
- Some of the changes arising from this request may result in a revised Confirmation of Enrolment (CoE) which could affect your student visa for more information visit http://w3.unisa.edu.au/researchstudents/FAQS/Applications/FAQ/faq42.asp

PART 5: CHECKLIST & STUDENT DECLARATION

In signing this form I:
☐ Confirm I have read and understood the information on http://www.unisa.edu.au/researchdegrees/forms.asp
☐ Have attached any supporting documentation (if applicable)
☐ Have obtained and attached approval from my sponsor (if applicable)
☐ Understand that if I hold an international student visa that the changes requested in this application may affect my Confirmation of Enrolment (CoE) which could impact my student visa
☐ Understand that this request is provisional until confirmation is received from Graduate Research, SAS
☐ Understand that my scholarship may change as a result of the transfer

Student signature                        Date

PART 6: CURRENT SCHOOL and DIVISION APPROVAL

In signing this form I confirm the following;
☐ The proposed change is supported by the student’s current Head of School/Institute Director
☐ The proposed change is supported by the student’s current Principal Supervisor
☐ The extension of scholarship is supported by cost centre manager (if applicable)

REPL/RDC/AHOSR name:
REPL/RDC/AHOSR signature:                        Date

Dean of Research name:
Dean of Research signature:                        Date

Cost Centre Manager name:
Cost Centre Manager signature:                        Date

PART 7: NEW SCHOOL and DIVISION APPROVAL (if applicable)

In signing this form I confirm the following;
☐ The student’s scholarship may be supported by the new School and/or Division (possible extension)
☐ The student has been assigned a new Principal Supervisor
☐ The change is supported by the new Head of School/Institute Director (if applicable)

REPL/RDC/AHOSR name:
REPL/RDC/AHOSR signature:                        Date

New Cost Centre 1
<table>
<thead>
<tr>
<th>Cost Centre 1 Manager signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Cost Centre 2</td>
</tr>
<tr>
<td>Cost Centre 2 Manager signature</td>
</tr>
<tr>
<td>Dean of Research Name</td>
</tr>
<tr>
<td>Dean of Research signature</td>
</tr>
</tbody>
</table>

**Staff Use:** Please check and submit the completed form to **Scholarships and Candidature - SAS** via email [research.students@unisa.edu.au](mailto:research.students@unisa.edu.au)