Application to Course Complete Form

The ACC Form is used by ACU National students who anticipate completing their studies.

Students who anticipate completing their studies at the end of:

- Semester 1 2007 must lodge this form by 30 April 2007.
- Semester 2 2007 must lodge this form by 30 September 2007.

Post or fax the ACC Form to: ACU National Enrolments Section
Locked Bag 4115, Fitzroy MDC, Vic 3065
Fax 03 9417 0826

Submission after the due date may delay assessment and consequently jeopardise your graduation eligibility. After the due date, ensure you read the advice provided on the Graduating Students website:
http://my.acu.edu.au/student/managing_your_studies/graduating_students

Important Information

- SUBMISSION OF THE ACC FORM DOES NOT INDICATE ATTENDANCE AT A GRADUATION CEREMONY
- Complete Sections A and B of this form and lodge with the Enrolments Section by the relevant due date (as above).
- Submission of the ACC form is NOT confirmation that you have completed all course requirements. Your application will be assessed by the Course Co-ordinator after the official examination period.
- If you have not completed all course requirements you will be ineligible to course complete.
- It is your responsibility to keep your personal details correct and current on Student Connect – Managing Your Studies.
- Your application may be jeopardised if you have not settled any outstanding fees, course transfers, pending grades and/or academic credit requests.
- If you are enrolled in a dual degree course, and wish to graduate with one component, list only the degree you wish to have assessed for course completion. If you have completed the requirements of both components of the dual degree and wish to graduate with the full dual degree, list both.
- If you wish to graduate from an approved early exit point, list the award you wish to exit with and tick this box.

Section A Important Information

Student ID.............................................................. Campus .........................................................
Family Name ..........................................................
First and Middle Name(s) ...........................................
Telephone contact (Business Hours) ...................................
Course Name ..................................................................
Major/Specialisation/s (max 2) ...........................................

Please nominate when you expect to complete your studies with ACU National – tick one box only.

End of Semester 1, 2007  
End of Semester 2, 2007

Section B Student’s Declaration

I confirm that I have read and understood the instructions on this form.

Student Signature .................................................. Date ..................................