



UPGRADE REQUEST FORM

This form is used when seeking to upgrade on the basis of previous study at Tabor College. Information about upgrading is found on the College's website (see Academic Terminology and Related Information). Once students have commenced a particular course or module, after Census Date they are not be permitted to upgrade before the following semester. The prescribed upgrading fee should be paid prior to commencing upgrading work.

Student name: Date:

Previous (current) Course: Level studied:

New Course of Study (if applicable): Upgrade to level:

Subjects for which upgrade is sought:					Office Use				
Subject	Module Code	Previous level studied	Year module completed	Grade or mark obtained	Granted /Not granted by	Request to Lecturer & Date	Upgrade Work Rec'd (Lect)	Upgrade Work Rec'd (Student)	Upgrade Work Marked

Students need to lodge a **Change of Enrolment Form** if desiring to change the Course of Study which you are enrolled. Eg changing from a Dip Min. to a B. Min is a change of course (a fee applies).

FEES: Upgrading fees apply. See the current Fees Schedule for details the fees that apply for upgrading.

PAYMENT (enclose with form): FEE (see Fees Schedule) \$ <input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Eftpos <input type="checkbox"/> Credit card Card Number Expiry date/..... Name on Card: Sign here:

<i>Office use:</i>	<i>Date rec'd:</i>