Student Rules

The Student Rules set out below must be read in conjunction with the University's Policies. Links to specific Policies relating to a rule are provided where necessary.

Part 1 - Preliminary

1. Title
These rules are the Student Rules.

2. Terms used
(1) In these rules:

academic misconduct means conduct that may compromise or defeat the purpose of academic assessment and includes, but is not limited to, conduct such as:

(a) collusion; or
(b) inappropriate collaboration; or
(c) plagiarism; or
(d) misrepresenting or fabricating data or results or other assessable work; or
(e) inappropriate sourcing or collection of electronic data; or
(f) breaching the rules that apply to the conduct of an examination in a way that may compromise or defeat the purpose of the examination;

academic penalty, in relation to a unit from which a student withdraws, means a failing grade awarded to the student in respect of the unit;

amenities and services fee means the fee referred to in the University of Western Australia Act 1911 section 28A;

another institution means a tertiary institution or other place of learning other than the University;

approved fee or charge means a fee or charge not otherwise referred to in these rules that is approved by the Vice-Chancellor and published by the University;

award course means a course of study leading to the award of a degree, diploma or certificate of the University;

central examination period means the period of at least 2 weeks following each semester or other teaching period that is designated for the conduct of examinations, including supplementary and deferred examinations;

Commonwealth supported student has the meaning given in the HES Act section 36-5;

corequisite major, in relation to a nominated major, means a major that:

(a) must be undertaken at the same time as the nominated major is undertaken; or
(b) must have been successfully undertaken before the nominated major is undertaken;

corequisite unit, in relation to another unit, means a unit that:

(a) must be undertaken at the same time as the other unit is undertaken; or
(b) must have been successfully undertaken before the other unit is undertaken;

cross-institutional enrolment means an enrolment at the University by a student for the purpose of gaining credit towards an award course being undertaken by the student at another institution in Australia;
cross-institutional Commonwealth supported student means a Commonwealth supported student who is studying at the University on a temporary basis to obtain credit towards an award course in which the student is enrolled at another institution in Australia;
exempt student means a student who is exempt from paying the amenities and services fee in accordance with Statute No. 20;
HES Act means the Higher Education Support Act 2003 (Commonwealth);
incompatible major, in relation to another major means a major of which the content is substantially similar to the content of the other major and which must not be undertaken:
(a) at the same time as the other major is undertaken; or
(b) if the other major has been successfully undertaken;
incompatible unit, in relation to another unit, means a unit the content of which is substantially similar to the content of the other unit and which must not be undertaken:
(a) at the same time as the other unit is undertaken; or
(b) if the other unit has been successfully undertaken and is being credited to the student’s current course;
international student means a student who is not an Australian citizen, a permanent resident of Australia or a New Zealand citizen;
major means the major field(s) of study undertaken by a student in an award course;
nominated major means a major nominated by a student in their award course;
non-award studies means one or more units that a student undertakes at the University otherwise than as part of an award course;
prerequisite unit, in relation to another unit, means a unit that must be successfully undertaken before the other unit may be undertaken;
relevant board means a Board of the University relevant to the case in point;
student contribution amount refers to an amount payable by a student in relation to a unit and has the meaning given in the HES Act section 93-5;
student exchange program means a formal agreement between the University and an institution outside Australia that enables:
(a) students enrolled at the University to gain credit towards their award course by studying at the other institution; and
(b) students enrolled at the other institution to gain credit towards their award course by studying at the University;
teaching period means a designated period in which the instruction for a unit is undertaken;
tuition fee means a tuition fee referred to in rule 24;
University working day means a weekday other than one that is specified by the University as a University holiday;
visiting student means a student enrolled in non-award studies but does not include a cross-institutional Commonwealth supported student.
3. Application of rules to students enrolled in non-award studies
   These rules apply to a student who takes a unit as part of non-award studies unless the student is taking the unit on an audit basis through University Extension.

4. Waiver or modification of rules in exceptional circumstances
   The relevant Board may waive or modify the operation of these rules in a particular case if the relevant Board considers that it is necessary or desirable to do so because of exceptional circumstances.
Part 2 – Admission and enrolment

Division 1 - General requirements relating to admission and enrolment

5. Applying for admission, re-admission and enrolment

(1) Before first enrolling in an award course, a person must have applied for, and been granted, admission to the University.

(2) Before first enrolling in non-award studies, a person must have applied for, and been granted, permission to enrol in those studies.

(3) A person who has been classed as having discontinued their award course must apply for, and be granted, re-admission to the University before re-enrolling in an award course.

(4) A person must apply for admission or re-admission to the University, or for permission to enrol in non-award studies, by the relevant dates, and in the manner, published by the University.

6. Offer of admission or re-admission

(1) An offer of admission or re-admission to the University is valid only if the offer is made by the Registrar.

(2) An offer of admission or re-admission made to a person may require the person to provide documents, or fulfil other requirements or conditions, as specified in the offer.

(3) The Registrar may withdraw or refuse to confirm an offer of admission or re-admission made to a person and reject the person’s enrolment if:

(a) the person fails to provide documents or to fulfil enrolment or other requirements or conditions specified in the offer of admission by the required date; or

(b) the offer of admission or re-admission was made as the result of the provision of incomplete or inaccurate information by or on behalf of the person.

7. Enrolment responsibilities and procedures

(1) A person who has been granted permission to enrol in a course of the University or in non-award studies is responsible for enrolling and, where relevant, re-enrolling.

   Note: Rule 21(3) deals with a student’s failure to re-enrol and the cancellation of their enrolment.

(2) A student must ensure that their enrolment record is accurate and must rectify any identified discrepancies in that record that relate to their enrolment.

(3) To complete a valid enrolment, a person must submit an enrolment:

(a) unless (4) applies, by the relevant closing date; and

(b) in the manner, and with the required information and payment of any required fees, as specified by the Registrar.

(4) A person may apply to enrol after the relevant closing date.

(5) A person who is permitted to enrol after the relevant closing date must pay a late fee unless (6) applies.

(6) A person may have the late fee waived by the Registrar because of exceptional circumstances.
A person enrolling in non-award studies only must do so in accordance with their approved enrolment details.

8. Personal information

(1) A student must provide information, including their full name, address for correspondence and other contact details, as required by the University for purposes such as record keeping, compiling statistical information and complying with State or Commonwealth legislation.

(2) A student who changes their name or other relevant personal information after admission to the University must inform the University in writing accordingly.

(3) A student who changes their name must provide the University with original or certified copies of any relevant documents, such as a birth certificate, marriage certificate or other change of name documents.

Note: A student’s name recorded by the University at the time results are officially released for the last period of their enrolment is the name used by the University for the purposes of the student’s graduation.

Division 2 – Enrolment

9. Addition of a unit to an enrolment

(1) This rule applies to a student who is permitted by the rules that apply to their course to add a unit to their enrolment in a teaching period.

(2) If this rule applies to a student, the student may add the unit to their enrolment:

(a) no later than the relevant addition date; or

(b) after the relevant addition date, if:

(i) the student pays the relevant administrative charge; and

(ii) the student satisfies the relevant Board that exceptional circumstances exist that justify the addition of the unit; and

(iii) the relevant Board agrees to the addition of the unit.

Note: The Higher Education Support Act (HES Act) census date applies to Commonwealth supported students in relation to the addition of units.

10. Repeating units

(1) Unless the relevant Faculty or Board\(^1\) decides that there are sound academic reasons for a student to do so, the student must not enrol in a unit with the same content, or substantially the same content, as the content of a unit that they have previously passed or had credited towards their course.

(2) If a student is permitted to repeat a unit, the unit is credited only once towards their course.

11. Non-award enrolments

Except in the case of:

\(^1\) “Board” in this instance refers to the relevant Board of Studies or the Board of the Graduate Research School
12. Withdrawal from a unit

(1) (2) applies to a student who is permitted by the rules that apply to their course to withdraw from enrolment in a unit.

(2) A student may withdraw from enrolment in the unit:

(a) without academic penalty—if the withdrawal is no later than the relevant withdrawal date; or

(b) subject to (4), with academic penalty—if the withdrawal is after the relevant withdrawal date and no later than the last day of the teaching period for the unit.

(3) Despite (2)(b), a student may withdraw from enrolment in a unit without academic penalty after the relevant withdrawal date if the student satisfies the relevant Board that there are extreme mitigating circumstances.

(4) Subject to (5), a student cannot withdraw from enrolment in a unit after the last day of the teaching period for the unit.

(5) A student may withdraw from enrolment in a unit after the last day of the teaching period for the unit if the student satisfies the relevant Board that there are extreme mitigating circumstances.

13. Prerequisite units, corequisite units and incompatible units

When selecting units for a course, a student must comply with any relevant requirement relating to prerequisite units, corequisite units or incompatible units, unless that requirement has been waived by the relevant Board because of exceptional circumstances.

14. Relationship between majors

When nominating a major for a course, a student must comply with any relevant requirement relating to a prerequisite unit or a complementary unit, a corequisite major or an incompatible major, unless that requirement has been waived by the relevant Board because of exceptional circumstances.

15. Full-time and part-time enrolments, and overloads

(1) Although the standard annual full-time load for a student is 48 points, a student is considered to be enrolled on a full-time basis if enrolled in units:

(a) with a value of at least 18 points in a semester; or

(b) with a value at least equivalent to the value stated in (a), calculated on a proportional basis, for a teaching period that is other than a semester.

(2) If the value of units in which a student is enrolled is less than that described in (1)(a) for a semester or less than that described in (1)(b) for a teaching period other than a semester, the student is enrolled on a part-time basis.

(3) A student must apply to the relevant Board for approval to enrol in units that will result in the standard annual full-time load being exceeded.
16. Concurrent enrolment in two award courses
A student must apply to the relevant Board for approval to enrol concurrently in two award courses.

17. Time limits for completion of award courses
A student enrolled in an award course must complete the course within the relevant time limit specified by the Academic Board unless the relevant Board has given the student approval to complete the course within a specified extended time limit in recognition of exceptional circumstances.

Division 3 – Prior learning and professional experience

18. Recognition of previously completed study or professional experience
(1) A person must apply to the relevant Board if they wish a qualification or unit of study that they have completed at another institution to be recognised as equivalent to a qualification or unit completed at this University.
(2) A person must apply to the relevant Board if they wish relevant professional experience to be recognised as equivalent to a qualification or unit completed at this University.
(3) A person who makes an application under this rule must provide any evidence in support of the application that is required by the relevant Board for a proper consideration of the application.

19. Credit for previously completed study or professional experience
(1) Subject to (2), a student must apply to the relevant Board if they are seeking credit towards an award course to be granted on the basis of:
   (a) a unit of study or other work completed in another course at the University or at another institution, including a course provided by a professional provider, a private educational institution or a similar body; or
   (b) non-award studies that have been completed; or
   (c) relevant professional experience.
(2) The University Policy on Credit Transfer, Advanced Standing and Recognition of Prior Learning specifies the maximum amount of credit that may be granted towards each award course.
(3) A person who makes an application under this rule must provide any evidence in support of the application that is required by the relevant Board for a proper consideration of the application.

Division 4 – Approved leave and cancellation of enrolment

20. Approved leave
(1) A student must apply to the relevant Board for approval of a period of leave from an award course if the student:
   (a) does not wish to re-enrol in any units in the course in the following year; or

- 7 -
(b) withdraws from each unit in which they are enrolled before achieving any results for that year; and
(c) intends to return to the award course after the period of leave.

(2) A student must apply to the relevant Board for a period of approved leave to be extended, setting out the reasons why the extension is wanted.

21. Cancellation of enrolment

(1) A student may cancel their enrolment in an award course or in non-award studies by notifying the relevant Board that:
   (a) they are withdrawing from each unit in which they are enrolled; and
   (b) they do not intend to return to the award course or non-award studies at a later time.

(2) Rule 12 applies to a student who withdraws from one or more units as the result of cancelling their enrolment under (1).

(3) A student who:
   (a) does not re-enrol in any year during their course; and
   (b) has not successfully applied for approved leave under rule 20, is taken to have cancelled their enrolment under (1) and is classed as having discontinued their course.
Part 3 – Fees

22. Payment of student contribution amounts and tuition and other fees

(1) A student who is liable to pay a student contribution amount and has not made a successful application to defer that payment must pay the amount by the date for payment specified by the Registrar.

(2) A student who is liable to pay a tuition fee must pay that fee by the date for payment specified by the Registrar.

(3) A student’s enrolment in a unit is not valid unless they have paid by the date that the payment is required any:
   (a) student contribution amount due; or
   (b) tuition fee due; or
   (c) other fee due referred to in these rules, that is payable by the student in relation to the enrolment.

23. Tuition fees

(1) This rule applies to a student who is not liable to pay a student contribution amount in respect of a unit in which the student is enrolled at the University.

(2) A student, other than an international student, who enrols in one or more units in an award course must pay the appropriate tuition fee.

(3) Subject to (4), a visiting student, other than an international student, who enrols in one or more units must pay the appropriate tuition fee.

(4) Different tuition fees may apply for the purposes of (3) according to the unit or units in which the visiting student enrols.

(5) An international student must pay, for each teaching period, the international student tuition fee specified under the conditions set out in the offer of admission accepted by the student.

24. Amenities and services fee

A student, other than an exempt student, must pay the amenities and services fee by the relevant date.

25. Other fees and charges

(1) A student who is provided, or is to be provided, with a service for which an approved fee or charge is payable must pay the fee or charge.

(2) If the University specifies a date by which an approved fee or charge is payable, the fee or charge must be paid by that date.

Note: Administrative encumbrances may occur in cases where a student does not pay an approved fee or charge.

26. Forfeiture of student contribution amount or tuition fee on withdrawal from unit

(1) A student who withdraws from enrolment in a unit is liable to forfeit some or all of the student contribution amount or tuition fee paid in respect of the unit according to when the withdrawal takes place.
(2) For the purposes of (1), details are available about when the withdrawal from enrolment in a unit results in the forfeiture of some or all of the student contribution amount or tuition fee paid in respect of the unit.

(3) A student who withdraws from enrolment in a unit and is not liable to forfeit all of the student contribution amount or tuition fee paid in respect of the unit is entitled to a refund of the portion of the amount or fee that is not forfeited.

(4) A student:
   (a) who is liable under this rule to forfeit some or all of a student contribution amount or tuition fee; and
   (b) has not yet paid the student contribution amount or tuition fee, must make a payment equal to the forfeited amount or fee.
   Note: Penalties may occur in cases where a student does not pay an approved fee or charge.

27. Fee exemption and later payment of fees

(1) A student may apply to the relevant Board to be exempted, either in whole or in part, from the requirement to pay a fee.

(2) A student may apply to the relevant Board to pay a fee at a date later than its due date.

(3) An applicant under (1) or (2) must provide any evidence that the relevant Board requires for a proper consideration of the application.

(4) A student who is permitted to pay a fee at a later date as the result of an application under (2) must pay the fee by that date.
Part 4 - Assessment

Division 1 - General matters relating to assessment

28. Submission of same work for assessment in more than one unit prohibited

(1) Subject to (2), a student must not submit, and cannot receive academic credit for, a piece of work for assessment that is the same, or substantially the same, as a piece of work for assessment for which the student has received, or will receive, academic credit in another unit.

(2) (1) does not prohibit a student from employing or expanding on data that the student has relied on or will rely on in relation to another piece of work for assessment.

29. Special consideration

(1) A student may apply to the relevant Board for special consideration in relation to assessable work if, in the course of producing the work, the student was adversely affected by:

(a) serious illness; or

(b) any other serious matter that could reasonably be expected to have caused the student to perform less well in producing the work than otherwise would have been anticipated.

(2) A student applying for special consideration must do so in accordance with the policy that applies to special consideration and must arrange for the application to be submitted to the relevant Board:

(a) on the appropriate form, with supporting documentary evidence; and

(b) no later than three University working days after the date on which the assessable work was due.

30. Fulfilling unit requirements

A student fulfils the requirements of a unit by:

(a) complying with the requirements set out in the unit outline in relation to attending specified classes, lectures, seminars, tutorials, practicals and clinical practice, as appropriate, and sitting examinations; and

(b) completing assignments and other specified work of the unit at a standard acceptable to the relevant Board; and

(c) obtaining a grade of Pass or higher for the unit.

Division 2 – Examinations

31. Availability for examinations

(1) A student must take appropriate steps to be informed of the time when, and the place where, an examination is to take place.

(2) Subject to rules 32 and 33, a student must be available to take an examination:
(a) at the time and place specified for the examination during the central examination period; and
(b) at any other time or place specified for the examination in the notification of assessment requirements.

32. Alternative examination sittings
(1) A student whose religious beliefs prevent the student from taking an examination at the specified time may apply to the relevant Board to take the examination at another time.
(2) An application under (1) must be made as soon as possible and at least within five University working days after the publication of the final examination timetable.

33. Deferred examinations
(1) A student may apply to take a deferred examination if, for medical or other exceptional reasons, the student:
   (a) was substantially hindered in their preparation for an examination (the initial examination); or
   (b) was absent from, or unable to complete, the initial examination.
(2) A student applying to take a deferred examination must arrange for the application to be submitted to the relevant Board:
   (a) on the appropriate form, with supporting documentary evidence; and
   (b) no later than three University working days after the date on which the initial examination was held.
(3) A student must take a deferred examination at the campus where the initial examination was held unless the Registrar, after receiving advice from the relevant Faculty or Board, authorises otherwise on the basis of extreme mitigating circumstances.
Part 5 - Academic performance

34. Making satisfactory or unsatisfactory progress in academic performance
A student undertaking an award course makes satisfactory progress or unsatisfactory progress in their academic performance in accordance with this Part.

35. Satisfactory or unsatisfactory progress in academic performance
(1) To make satisfactory progress a student must meet the requirements for doing so provided for in the rules that apply to their award course.
(2) A student who makes satisfactory progress is assigned the status of good standing.
(3) Subject to (4), a student who does not make satisfactory progress is assigned the status of on probation, suspended or excluded.
(4) The assignment of a status of suspended or excluded takes effect:
   (a) on the expiry of the period for submitting a statement under rule 36(2) if the student has not submitted a statement; or
   (b) if after a student’s statement is considered by the relevant Board, the student is not assigned a status of on probation.

36. Suspended or excluded students may submit explanation (show cause)
(1) A student who has been assigned the status of suspended or excluded may submit to the relevant Board a statement of the reasons for their failure to make satisfactory progress and of the steps they have taken, or propose to take, to address those reasons if they are permitted to re-enrol.
(2) The statement must be submitted within 20 University working days after the formal release of the results in respect of which the student has been assigned the status of suspended or excluded.
(3) The statement must be accompanied by any available supporting documentary evidence.
(4) If the relevant Board permits a student who has submitted a statement under (1) to re-enrol, the student is assigned the status of on probation.

37. Conditions of probationary enrolment
(1) If a student is assigned the status of on probation, the period of probation is 12 months.
(2) A student who is assigned the status of on probation must:
   (a) consult their student adviser about their enrolment; and
   (b) if their student adviser specifies an enrolment, submit the enrolment as specified.
(3) If a student who has been assigned the status of on probation cancels their enrolment in an award course and is later re-admitted to the University and proposes to re-enrol in that course, the student:
   (a) may be assigned the status of on probation for the balance of the period of 12 months that remained at the time of cancellation; and
may be required to submit an enrolment specified by their student adviser.

38. Consequences of suspension
(1) A student who is assigned the status of suspended:
   (a) is suspended from their award course for the period of 12 months; and
   (b) cannot enrol in that course during that period.
(2) A student who, after the period of suspension, re-enrols in one or more units forming part of the award course from which they were suspended is assigned the status of on probation for the period of 12 months.

39. Consequences of exclusion
A student who is assigned the status of excluded under rule 35:
   (a) is excluded from their award course indefinitely, unless permitted to re-enrol in accordance with rule 40; and
   (b) cannot enrol in any units forming part of that course.

40. Enrolment following exclusion
(1) A student who is assigned the status of excluded in respect of their award course under rule 36 may re-enrol in one or more units forming part of that course if:
   (a) the student successfully appeals under Part 6 against the assignment of the status of excluded; or
   (b) having been assigned that status for a period of at least 12 months, the student applies and is permitted to re-enrol by the relevant Board.
(2) A student who is permitted to re-enrol in accordance with (1)(b) is assigned the status of on probation for the period of 12 months.
(3) A student must apply to re-enrol in the relevant teaching period.

41. Academic misconduct
(1) A student must not act in a manner that constitutes academic misconduct.
(2) A student who acts in a manner that constitutes academic misconduct is liable to one or more penalties.
   Note: This rule should be read in conjunction with the Academic Conduct Guidelines, which include information about the penalties for academic misconduct. The Academic Conduct Guidelines are available at http://www.teachingandlearning.uwa.edu.au/staffnet/policies/conduct.

42. Eligibility to graduate from award course
(1) To be eligible to graduate from an award course, a student must have:
   (a) fulfilled the relevant course requirements specified in the rules that apply to that course; and
   (b) complied with all statutes, by-laws, regulations and rules of the University.
(2) A student who considers that they are eligible to graduate from an award course must apply to the relevant Board to do so.
(3) If a student who is eligible to graduate from an award course has not applied under (2) within the period of [2 years??] after first becoming eligible to make an application under that provision, the student may be taken to have applied to graduate under (2).
Part 6 - Appeals

43. Appeals against academic assessments
A student may appeal against an academic assessment in accordance with the Appeals process in the case where there is dissatisfaction with an assessment result and/or progress status if they believe it does not fairly represent the academic worth of the work submitted relative to established standards and to the assessment of the work of other students.

Note: Students are encouraged to seek informal explanations of assessments as soon as possible from the unit coordinator or in the absence of the unit coordinator from the Head of School.

44. Appeals to the relevant Board
A student may appeal against a progress status assigned under rule 35 in accordance with the Appeals process in the case where there is dissatisfaction with an assessment result and/or progress status if they believe that it has not been fairly arrived at by the application of the relevant rules to their final results.

45. Status pending outcome of review or appeal
A student may be permitted by the relevant Board to attend classes or take examinations pending the outcome of an appeal under this Part.
Part 7 - Miscellaneous

46. Complying with another institution or organisation’s regulations and rules
A student who, as part of their course, undertakes a period of study or practical work at another institution or an organisation must comply with the regulations, rules and other requirements of that institution or organisation.
Deleted: Schedule 1 – Unit addition and withdrawal dates

Teaching Period: [ ... ]

Schedule 1 – Unit addition and withdrawal dates

Teaching Period: [ ... ]

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## Schedule 1 – Unit addition and withdrawal dates

<table>
<thead>
<tr>
<th>Teaching Period</th>
<th>Last day to add units</th>
<th>Last day to withdraw from units without incurring a financial liability</th>
<th>Last day to withdraw from units without academic penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester 1 (SEM-1)</td>
<td>Close of business, Friday, 3rd week of teaching period</td>
<td>No academic penalty if withdrawal prior to close of business, Friday, 9th week of teaching period.</td>
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<tr>
<td>Semester 2 (SEM-2)</td>
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<td>‘Withdrawn-Failure’ recorded if cancellation after close of business, Friday, 9th week of teaching period.</td>
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Section Break (Next Page)
Schedule 2 – Fees and charges

Table A – Student Contribution Bands for Commonwealth Supported Students

The cost of units is based on the field of education classification of each unit of study. Units are grouped on the basis of their field of education into four bands. The University sets a student contribution rate for each of the four bands. These bands show the student contribution required for one equivalent full-time student load (EFTSL) or 48 credit points of study, if all units were taken from that band.

The actual student contribution amount will depend on the EFTSL value of individual units within a course.

To determine the actual contribution costs for individual units and their EFTSL value view the Student Contribution Amounts and Tuition Fees 2010.

<table>
<thead>
<tr>
<th>2010 student contribution bands for Commonwealth supported students*</th>
<th>Commened Course Pre-2008</th>
<th>Commenced Course 2008</th>
<th>Commenced Course 2009</th>
<th>Commenced Pre-2008 Special Transfers</th>
<th>Commenced Course 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Band 1: humanities, behavioural science, social studies, foreign languages, visual and performing arts</td>
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<td>Band 1 education, nursing</td>
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<td>Band 2: mathematics, statistics, science</td>
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<td>Band 2: computing, built environment, other health, allied health, engineering, surveying,</td>
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<td>Agriculture</td>
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<td>Band 2: accounting, administration, economics, commerce</td>
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<td>Band 4: National priorities: education, nursing</td>
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<td>Band 4: National priorities:</td>
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</table>
The bands are indicative only. The actual contribution may vary depending on the units in your course.

**Table B – Domestic Postgraduate Tuition Fees**

Domestic postgraduate tuition fees are determined at the course level. Due to changes in course costs that may occur from year to year, students may be liable for different fees depending on the year in which they commenced their degree.

Insert table at:

http://www.unitcosts.uwa.edu.au/unitcosts/feepay_pg

**Table C - International Student Tuition Fees**

International student tuition fees are determined at the course level / unit level taking into account the principal subject matter of the unit and level of study.

The aggregation of the cost of units undertaken in 2010 will determine the 2010 fee for the course.

The actual tuition fee will be based on the student's final choice of units. Fees will increase on an annual basis.

Some courses have special rates approved.

Insert table at

http://www.studyat.uwa.edu.au/undergrad/international/fees

**Table D - Domestic Undergraduate Non-Award Tuition Fees**

Domestic undergraduate non-award tuition fees are determined at the unit level taking into account the principal subject matter of the unit and the level of study. The aggregation of the cost of units undertaken in 2010 will determine the 2010 fee for the course. The table below outlines the framework for domestic undergraduate tuition fees.
Table E – Amenities & Services Fee

The University’s Amenities & Services fee is a voluntary charge levied on students enrolling at the University.

Those students who elect to pay the annual fee will have access to the amenities and services which are funded by the income this fee supports.

These include a range of recreational, sporting and educational facilities together with social, education and representation activities and services for the direct benefit of students at the University.

<table>
<thead>
<tr>
<th>Campus</th>
<th>Full-time students:</th>
<th>Part-time students:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crawley</td>
<td>$60 per semester or $40 per trimester*</td>
<td>$30 per semester or $22.50 per trimester*</td>
</tr>
<tr>
<td>Other University Regional Centres e.g. Albany, Geraldton</td>
<td>$30 per semester</td>
<td>$22.50 per semester</td>
</tr>
<tr>
<td>Overseas e.g. Hong Kong, Jakarta</td>
<td>N/A - $0 per semester</td>
<td>N/A - $0 per semester</td>
</tr>
</tbody>
</table>

* Please Note the following exceptions:

Students enrolled in the 4th, 5th, 6th (Clinical Years) of the Bachelor of Medicine/Bachelor of Surgery (and relevant combined degrees) $30 Full-time or $22.50 Part-time per semester.

Students enrolled in the 5th year Bachelor of Dental Science $30 Full-time or $22.50 Part-time per semester.

Table F – University’s Administrative Charges

These charges are set in accordance with rule ?, Student Rules by the authority of the Registrar.

Administrative Charges

Charge per copy for issue of Statement of Academic Record
**first copy**

$10

**one hour service**

$25

**extra copy requested at the same time**

$5

**photocopies (certified) per page**

50 cents

**Charge for issue of Statement of Qualifications**

**first copy**

$15

**one hour service**

$25

**extra copies (x1) requested at same time**

$5
photocopies (certified) per page
50 cents

Postage overseas (airmail)
$3

Charge for issue of Replacement Degree Certificate
$75

Charge for True Copy Degree Certificate
$40

Charge for replacement Advice of Examination Results
$10

Charge for replacement of Student Campus Card
$15

Charge for issue of Statement of Qualifications/Immigration
$30

Charge for issue of Statement of Qualifications/Enrolment
$10
Charge for issue of letters Enrolment/Centrelink

$15

Charge for visa letters for graduation

$30

Late Fees

Lodging a late re-enrolment after the set date and on or before 31 January

$100

Lodging a late re-enrolment on or after 1 February

$150

Lodging a late application for cross-institutional enrolment

$100

Lodging a late application to transfer undergraduate degree course

$75

Lodging a late application for conferral of award

$40
Late payment of student contribution and/or tuition fees

$60

Adding a unit after academic closing date

$40

Replacement fee invoice

$2

Table G - Domestic Tuition Cancellation Charges

These fees are set in accordance with rule ?, Student Rules by the authority of the Vice-Chancellor.

Students should note that academic penalties may also apply to withdrawal of units. Refer to Schedule 1: Unit Addition and Withdrawal for more information.

<table>
<thead>
<tr>
<th>Unit Teaching Period</th>
<th>Withdrawal Rule</th>
<th>Cancellation Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester 1 (SEM-1)</td>
<td>Commonwealth supported place: on or before census date</td>
<td>Nil</td>
</tr>
<tr>
<td>Semester 2 (SEM-2)</td>
<td>Commonwealth supported place: on or before census date</td>
<td>Nil</td>
</tr>
<tr>
<td>Summer Program (SUM)</td>
<td>Commonwealth supported place: after census date</td>
<td>100% student contribution</td>
</tr>
<tr>
<td>etc</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Table H - International Tuition Cancellation Charges

These fees are set in accordance with rule ?, Student Rules by the authority of the Vice-Chancellor.
Students should note that academic penalties may also apply to withdrawal of units. Refer to Schedule 1.

Note: Withdrawal from course penalties listed above will apply if withdrawal from unit(s) results in no unit enrolment in the course.

{insert relevant table}