

Re-enrolment Application Form

Who should use this form

Research degree and Monash Online students can use this form if you have not re-enrolled by the end of the late re-enrolment period. This means that you're no longer considered a current student and you need to apply to re-enrol.

Coursework students

Students studying coursework at Australian campuses need to use the online application, found on the [late or failure to re-enrol](#) web page.

Late re-enrolment fee

If your application for re-enrolment is approved, a late fee will be included on your fees statement and must be paid by the due date. See the current charge for the late re-enrolment fee on the [miscellaneous fees](#) page.

Supporting documents

You must provide supporting documentation outlining the exceptional circumstances that prevented you from re-enrolling on time.

Notification of outcome

Your application will be assessed by your course managing faculty and you will be notified of the outcome by email to your Monash student account.

Re-enrolment

If your application is approved, you will be able to re-enrol through WES.

Deadlines

Apply as soon as possible – closing dates for applications for re-enrolment are determined by your faculty.

Submitting your application

Research degree students

Australia, Malaysia and South Africa

Submit your application by emailing us at mgro-candidature@monash.edu. Your application will be assessed by the Monash Graduate Research Office (MGRO), who will notify you of the outcome by emailing your Monash student account.

Monash Online students

Submit your application to the student adviser team at monashonline-help@monash.edu.

Malaysia

This form is not used at the Malaysia campus. Please contact your School for more information.

South Africa

This form is not used at the South Africa campus. Please contact Student Services for more information.

Privacy statement

The information on this form is collected for the primary purpose of assessing your application. For information about the handling of your personal information please see the [Student Data Protection and Privacy Collection Statement](#).

For more information about Data Protection and Privacy at Monash University please see our [Data Protection and Privacy Procedure](#).

If you have any questions about how Monash University is collecting and handling your personal information, please contact our Data Protection and Privacy Office at dataprotectionofficer@monash.edu.

RECEIVED

Please keep this copy as proof that your application has been submitted

Student ID number

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Faculty stamp



Re-enrolment Application Form

Section A Personal details

Student ID number

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Family name

Given name

Section B Course details

Course title

Course code

Campus

Section C Reason for applying for late re-enrolment; attach supporting documentation

☐ Supporting documentation attached

Section D Late re-enrolment fee

I acknowledge that I will be charged a late fee if my application for late re-enrolment is approved by my course managing faculty.

Signed

Date

Section E Applicant's declaration

I declare that the information supplied on this form and the information given in support of my application are correct and complete. I acknowledge that the provision of incorrect information or the withholding of relevant information relating to my application may result in the withdrawal of an offer of a place in the course. I acknowledge that Monash University reserves the right to seek from other relevant bodies verification of the information provided.

Signed

Date

Office use only (Faculty/Dept/School/MGRO approval)

☐ Approved☐ Not approvedAuthorised by Date ☐ Student notified Email sent / / ☐ WES access reactivated (IASF0130) or☐ Enrolment keyed and ☐ Student Finance notified

Processed by

Date