



Change of residency status notification form From international to domestic status

ADM16-V06/17

This form is to be used by students whose visa status has changed from any Temporary Visa (including a Student Visa) or New Zealand Permanent Resident Visa to an Australian Permanent Resident Visa (APRV). This change is to be recorded with the University and will result in the student's university fee and residency status being changed from international to domestic.

Holders of a Temporary Visa, Student Visa or New Zealand Permanent Resident Visa who have changed international visa types do not need to complete this form, but should submit certified visa documents to Monash Connect via ask.monash.edu

Domestic students who have changed to a Temporary Visa status (including a Student Visa) should use the 'Change of residency notification form – from domestic to international status'.

General information

You must notify Monash University of your change in visa status within 14 days of the change. Any changes that occur prior to your units' census date will affect your fee status for those units. If the change occurs after your units' census date, your fee status will not be affected until the following teaching period. There are different census dates for units in various teaching periods but the most common unit census dates are as follows

Semester 1 units:	31 March
Semester 2 units:	31 August
Full Year units:	30 April

For further details on closing dates, please visit: www.monash.edu/connect/forms

The key date to determine the change in status is the date of the visa grant as indicated on the Visa Entitlement Verification Online (VEVO) statement and **not** the date on which the original application for APRV was made. Note: the change of status will **not** be applied retrospectively for previously completed semesters.

Students are advised that applications can only be made once they have received the visa.

Fees

The decision regarding the type of fee you will be charged following your status change (full-fee or Commonwealth Supported Place (CSP)) will be made by the Faculty who manages your course of study.

1. Domestic full fee places

If allocated a domestic full-fee place, you will be charged the current annual fee rate applicable to domestic students (with the exception of students transferring from Monash Malaysia). In some instance this may result in an increase in tuition fees.

2. Commonwealth Supported Place (CSP) – (previously known as HECS)

If you are allocated a CSP you will be required to complete a 'Request for Commonwealth support and HECS-HELP' form via the Web Enrolment System (WES: my.monash.edu.au/wes) **before** the census date for the change to be effective in that current semester. You will be notified by the Enrolment Services Unit when this form is available for you to complete via WES.

3. Higher Degree Research students

If you are a research student you will have a Research Training Program (RTP) fee offset place allocated by Monash Graduate Education.

Lodging of applications

All Australian Campuses:

Section A of this form should be completed by the student and submitted to Monash Connect via ask.monash.edu

Monash College:

Section A of this form should be completed by the student and submitted to the Monash College Administration Office.

Privacy statement

The information on this form is collected for the purposes of verifying your current visa status and amending your student residency status and fees. If you do not complete all questions on this form it may not be possible for the status change to be processed. Personal information may also be disclosed to the relevant institutions for verification of your previous studies. You have a right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact the University Privacy Officer: privacyofficer@monash.edu



Change of residency status notification form From international to domestic status

ADM16-V06/17

Section A Applicant details

I hereby notify the University that my residency status has changed from International to Permanent Resident (domestic) on the basis of the general conditions set out on the front page of this form.

Student ID number

--	--	--	--	--	--	--	--

Family name _____ Given name _____

Course code _____ Course title _____

Campus _____

APRV visa subclass

--	--	--

 Date of grant of APRV visa

--	--	--	--	--	--	--	--

Signature _____ Date _____

Section B Monash Connect

Change of status verified Yes No Effective from Semester _____ Year _____

Name & Signed _____

Date _____ Monash Connect Stamp

NB Please forward to MGE (research students) or to Faculty (coursework students)

Section C Faculty/ Monash Graduate Education/Monash College

- CSP place (SS: P-CSP) effective from Semester _____ Year _____
- Domestic full-fee paying place (SS:302) effective from Semester _____ Year _____
- RTP funded place (SS: 331-D) effective from Semester _____ Year _____
- Domestic Monash College (SS: 302-83) effective from Semester _____ Year _____

#Charge per 1 EFTSL _____

Name & Signed _____ Extension number _____

Date _____ Faculty/MGE/Monash College stamp

Section D Student and Education Business Services (Enrolments)

- Advise ESOS Reporting Officer Advise Student Finance (Fee Variation email)
- Statistics form (ENRF3060) SS (ENRF3110) Residency status form (IASF0027)
- Student advised to complete CSP form via WES (if CSP allocated by Faculty)

Date processed _____ Name & Signed _____