General Information

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 (PR) visa. 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 using the online enquiry form monash.edu/connect/contact-us?enquire=yes

Domestic students who have changed to a temporary visa, including a student visa, should use the ‘Change of residency notification form – from domestic to international status’.

Closing dates

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 and cannot be applied retrospectively for completed semesters. 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:

- Semester 1 units: 14 April
- 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 PR was made.

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. Commonwealth Supported Place (CSP)

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 when this form is available for you to complete via WES.

2. Domestic full fee places

If you are 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 instances this may result in an increase in tuition fees.

3. Higher Degree Research students

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

Lodging of applications

All Australian campuses:

Section A of this form should be completed by the student and submitted using the online enquiry form monash.edu/connect/contact-us?enquire=yes

Monash College:

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

Privacy statement

Monash University values the privacy of every individual’s personal information and is committed to the protection of that information from unauthorised use and disclosure except where permitted by law.

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.
Change of residency status notification form
From international to domestic status

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 ________________

PR visa subclass __________  Date of grant of PR visa __________

Signature ___________________________  Date ________________

Section B  Monash Connect

Change of status verified  ☐ Yes  ☐ No

Processed by ___________________________  Monash Connect Stamp

Date processed ___________________________

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

Section C  Faculty/Monash Graduate Research Office/Monash College

☐ CSP place (SS:P-CSP)  Change of fee status will be effective as at the date of submission of this form by student.
  • If submitted prior to current unit/s census date, change will be effective immediately
  • If submitted post census, change will take effect in the next teaching period.

☐ Domestic full-fee (SS:302)

☐ RTP funded (SS:331-D)

☐ Domestic Monash College (SS:302-83)

#Charge per 1 EFTSL ___________________________

Processed by ___________________________  Faculty / MGRO / Monash College stamp

Date processed ___________________________

Section D  Student and Education Business Services (Enrolments)

☐ Residency status form (IASF0027)  ☐ SS (ENRF3110)  ☐ Statistics form (ENRF3060)

☐ Notify Student Finance  ☐ Notify ESOS Reporting Officer

☐ Student advised to complete CSP form via WES (if CSP allocated by Faculty)

Processed by ___________________________  Date processed ___________________________