

GLOBAL INTERCAMPUS PROGRAMS - 2019 STUDY PLAN FACULTY APPROVAL

For students intending to study on a Global Intercampus Program at Monash Malaysia OR Monash Australia campuses

COMPLETING THIS FORM

Students applying for Global Intercampus Programs (GIP) **must obtain** an approved Study Plan prior to completing an online application for the program through Monash Abroad. Only faculty-approved Study Plans can be uploaded into the GIP application portal. Please read the advice below before completing this Study Plan for your preferred host campus (Monash Malaysia or Monash Australia).

SUBMITTING THIS FORM

Study Plans must be submitted to faculty exchange advisors or School Course Management Office for faculty approval no later than:

September 15, 2018 to participate in a Global Intercampus Program in Semester 1, 2019 (Monash Malaysia and Monash Australia students)

STEP 1: Obtain course advice

Engage with your Faculty/s for course progression advice before completing your study plan.

STEP 2: Select your units

- Use the online course handbooks for the campus you are applying for to select the units you want to study. The handbook can be found at monash.edu/pubs/handbooks
- Make sure the units are offered at the campus you want to go to and are available in the semester you plan to go
- It is often easier to get faculty approval if you study elective units at another campus
- If you are a business student at Monash Malaysia, check the mathematics requirements with your faculty to apply to Monash Australia
- If you are a business and economics student at the Clayton and/or Caulfield campuses you will only be able to study electives while studying on a Global Intercampus Program
- If you want to study core units you will need to find ones that have similar content to the equivalent unit at your home campus. Some faculties require the content to be up to 80% similar
- Monash Australia students should speak to their faculty/school exchange adviser about which Monash Malaysia units are suitable. Faculty contact details can be found on the Monash Abroad website.
- Monash Malaysia students planning to study in Australia should carefully check the campus on which relevant Australian units are taught. You can choose units on both Clayton and Caulfield campuses. For Peninsula you must study all your units at that campus. Only pharmacy is taught at the Parkville campus.

STEP 3: Prepare your Study Plan

- Enter details of the overseas units you have chosen in Section 3 of this form. You must enrol in a full-time load (18 – 24 credit points) of on-campus units only.
- You should select two or three spare units in case your faculty does not approve all your choices, or there are timetable clashes or some units are cancelled after you arrive at your host campus. It is much easier to get alternative units approved before you leave rather than by email after you arrive.

STEP 4: Get your Study Plan approved

- You need to get your completed study plan approved by your Faculty.
- Double degree students should engage with both faculties to understand required steps and approval process.
- Monash Australia students:** Your faculty exchange adviser (contact details can be found at: monash.edu/study-abroad/contact-us/faculty-contacts)
- Monash Malaysia students:** Your School Course Management Office.
- Engineering students at Monash Malaysia must complete an Expression of Interest form and be selected by their school before completing this application
- Pharmacy and MBBS students must submit their applications directly to their faculty for pre-approval. If and when their application is approved it will then be sent to Monash Abroad.

STEP 5: Upload this form to Monash Abroad Portal (MAP)

- Once your faculty/school has approved your study plan (section 4 and 5 of this form), you will need to upload a scanned, PDF copy onto the Monash Abroad Portal.
- Ensure this is completed before the final Global Intercampus Program application deadline:

Semester 1, 2019: 15th October, 2018

INTERCAMPUS EXCHANGE - STUDY PLAN FACULTY APPROVAL

1. Current enrolment information

Student names: ID number:

Course code: Course title:

2. Intercampus application details

I am applying to commence the program in Monash semester: One Two Year:

Program duration: One semester Two semesters

Host Campus Caulfield Clayton City Parkville Peninsula Malaysia

3. Faculty Course Advice

I have completed a Course Progression check with my faculty(ies) and my current Enrollment shows:

My Major Area of Study is:

My Minor Area of Study is

4. Proposed study plan: Select at least six units per semester

				FACULTY USE ONLY
Unit code	Unit title	Semester	Credit points	Faculty/dept. approval (sign)

Note: Students must have approval from the Faculty Exchange Advisor for their proposed study plan.

5. Faculty approval (Double degree students must seek approval from both faculties)

Managing faculty:

Managing faculty/school does approve the above Study Plan which will be credited to the student's degree upon successful completion.

Managing faculty/school does not approve this Study Plan due to:

Name: _____ Signature: _____ Date

Second faculty: does does not approve this applicant in the exchange program.

Reason not approved: _____

Name: _____ Signature: _____ Date