



Queensland University of Technology

FACULTY OF LAW  
POSTGRADUATE STUDIES –  
Master of Laws (LW51) and Graduate Certificate in Law (LW60)

## APPLICATION FORM TO STUDY OUTSIDE THE QUT LAW SCHOOL

**Purpose of Form:** complete this form if you are wishing to undertake units from another School at QUT or at another tertiary institution, as credit towards your current QUT postgraduate law course.

**Once completed, submit this form to:**

Senior Administration Officer (Postgraduate Programs)  
QUT Law School, GPO Box 2434, Brisbane Q 4001  
or fax to: 3864 1152  
or deliver to Level 4 Law School Reception, C Block, GP Campus

**Before completing this form, please read the following information carefully:**

- A student may only undertake studies from another School at QUT or at another Australian tertiary institution (as cross-institutional study) during the currency of their postgraduate law course;
- A student may undertake a maximum of 12 credit points of study for the LW60 course, or 24 credit points of study for the LW51 course, at other schools at QUT or at other tertiary institutions. **Note:** Students who receive credit on the basis of other previous study, towards either LW60 or LW51 are **not** permitted to undertake units outside the Law School at QUT (as per the Law School's Credit Rules)
- Credit will only be granted for units completed with a grade of 4 (pass) or higher.
- Approval to undertake the units from another School at QUT or at another Australian tertiary institution must be obtained from the Director, Graduate Programs, **prior** to undertaking the units. Credit will not be granted if prior approval has not been granted. *To apply for approval you must complete all relevant sections of this form.*
- When making the decision to allow a student to undertake units outside the Law School, such factors will be taken into consideration:
  - that the unit which the student wishes to take is not offered at QUT (in the case of cross-institutional studies);
  - that the unit or units which the student wishes to take are deemed to be coherently related to their current QUT course;
  - the number of units that a student has remaining in their course and the student's current grade point average;
  - that the credit rules as per section 6 of this booklet are not breached

### STUDENT DETAILS:

Name: \_\_\_\_\_ Student Number: \_\_\_\_\_

Course: \_\_\_\_\_ Major: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: (h)or(m) \_\_\_\_\_ (w) \_\_\_\_\_ Email: \_\_\_\_\_

**Indicate your type of application:**

- Units at another School at QUT       cross-institutional studies at another tertiary institution

**UNIT DETAILS:**

Please provide details of the unit/s you wish to undertake outside the QUT Law School:

Unit Code	Unit Title	Institution	Course that unit is taken from	Semester of Study	Unit code of equivalent unit at QUT

**If you are applying to undertake units at another tertiary institution, please attach a copy of the unit outline for each unit to this application form.**

Please provide an explanation of why you wish to undertake these units, and how they are coherently related to your current QUT course:

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*(IF MORE SPACE IS REQUIRED, PLEASE ATTACH ANOTHER SHEET OF PAPER)*

**PREVIOUS CROSS-INSTITUTIONAL STUDY:**

Have you previously undertaken any units outside QUT Law School and obtained (or intend to obtain) credit towards your LW51 or LW60 course?  Yes  No

If Yes, please list these units and the semester & year in which they were completed:

Unit code & title: \_\_\_\_\_ Semester/Year: \_\_\_\_\_  
 Unit code & title: \_\_\_\_\_ Semester/Year: \_\_\_\_\_

**- FACULTY OF LAW USE ONLY -**

**Approval to undertake \_\_\_\_\_ is approved / not approved (please circle)**

If approved, upon successful completion, credit will be granted for:

- Unspecified Elective Unit/s (12 cps)
- Specified unit/s ie: \_\_\_\_\_

If *not approved*, the reason being:

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Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_