



Switching Your Course

KNOWING YOU NEED TO MAKE A CHOICE

It is not unusual for students to commence their current course, only to find that it is not what they want to study or pursue as a career. Switching to another course is not uncommon, especially for first year students.

Making a course change early in your university life can decrease the impact on the financial cost and time required for you to complete your degree. In some cases, you may be given credit for units that are common to both courses and/or where units from the first course that you studied can be used as electives in the course you switch to.

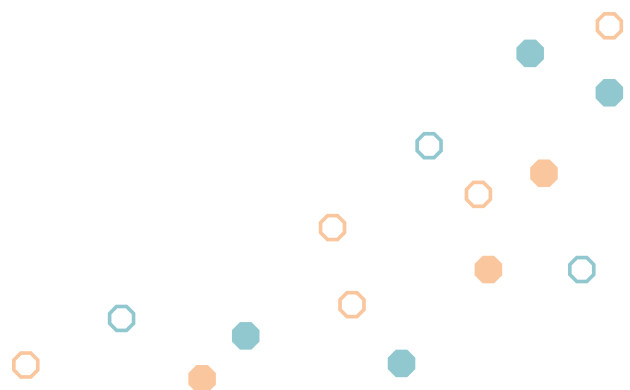
UNDERSTANDING YOURSELF AND YOUR OPTIONS

Recognizing where your interests and strengths lie is a positive sign that you have strong self-awareness. Knowing your strengths, interests, personality, goals and values is essential in making any career decision. [Holland's six career types](#) of realistic, investigative, artistic, social, entrepreneurial and conventional are a useful way to understand how your unique characteristics relate to certain professions and career pathways. The Career Development Consultants at the Careers, Employment & Leadership can assist you to explore your unique characteristics and how these align with different careers.

Having a strong occupational knowledge is essential in making effective career decisions. This will help ensure there is an alignment between your unique characteristics and the distinctive features of a career pathway in which you are interested. Speaking with contacts that work in the industry or occupation you are interested in, as well as gaining work experience within that field, will assist in developing your occupational knowledge. Some quality career websites we encourage you visit to develop your occupational knowledge further include:

- [Curtin Careers, Employment & Leadership Career Guides](#)
- [My Future](#)
- [Graduate Careers Australia](#)
- [Job Outlook](#)
- View a list of websites for [Australian Professional Associations, Organisations and Societies](#)

Now that you have strong self-awareness and knowledge of various occupations that interest you, you should expand your list of options by investigating related occupations and courses of study. Speak with current students about their experiences of the courses they are studying. Be sure not to commit to the first course or occupation that appeals to you, as there may be other options or pathways available that are of interest to you.



CHOOSING A NEW COURSE OF STUDY

Once you have narrowed down your list of options, complete a final review of your top two or three. To assist you with analysing career pathways and courses of interest, compare how each factor (i.e. your strengths, interests, values, goals and personality) matches up against the unique characteristics of your preferred degree of study or career pathway. Be aware that many degrees will not lead to a specific career outcome or title. A course of study will equip you with discipline specific knowledge and transferable skills. Your studies, in combination with the experience and skills gained through an industry placement, volunteering and/or paid employment, will enhance your suitability for various graduate level positions.

IMPLEMENTING YOUR CHOICE

There is an application deadline for applying to switch courses each semester and not all courses will be open for application each semester. Contact [Future Students](#) or the [Admissions Office](#) for more information about how to switch your course, including application deadlines and course information. If you have enrolment related questions, you may be directed to the relevant Curtin Faculty.. If you wish to apply to study at another tertiary institution, you need to contact them directly for application deadline information.

Currently enrolled, domestic students can apply 'internally' to switch courses. This means students submit applications directly to the new Faculty within Curtin in which they wish to study, rather than applying through TISC (Tertiary Institute Services Centre).

International Students wishing to change their course of study need to complete the [Online Application Form](#) through the International Office website. As an International Student if you have further questions about the application process you can visit the International Office in Building 102 or contact an International Student Advisor on 08 9266 7331 or email international@curtin.edu.au

Students who wish to change majors within the same course can do so by completing a [Change of Enrolment Form](#).

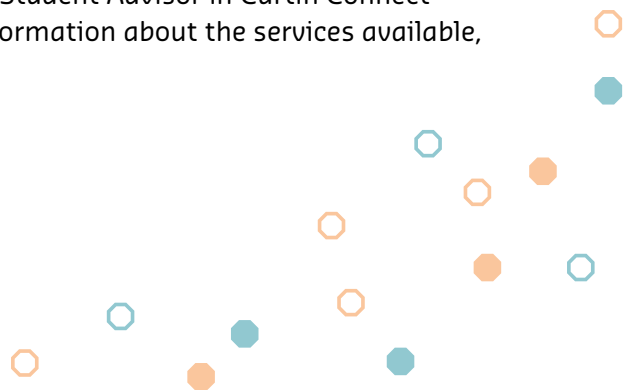
Steps To Follow

Applications to undertake a new course of study for current Curtin students are available [online](#).

Depending on the course you are applying to study and the units you have already completed, you may be eligible for [credit transfer](#) for certain units. See the Application for Credit Transfer through Credit for Recognised Learning (CRL) through "Quick Forms" under the "My Studies" tab in your Student Oasis. If you are not sure if you are eligible for CRL, compare the units in both courses to see if there are any common units, or speak to the Course Coordinator of the course you wish to study.

If you have further questions regarding the application process for a new course of study, please contact [Future Students](#) or the [Admissions Office](#) in the first instance for more information. If you have enrolment related questions, you may be directed to the relevant Curtin Faculty.

The Student Wellbeing Advisory Service is able to assist students with co-ordinating the logistics and administrative process of switching courses. You can freecall the Student Wellbeing Hotline on 1800 244 043, email studentwellbeing@curtin.edu.au, or visit a Student Advisor in Curtin Connect Building 102, Monday to Friday 8.00am to 4.45pm. For more information about the services available, visit the [Student Wellbeing Advisory Service](#) website.



THINGS TO WATCH OUT FOR

- Census dates - check on OASIS prior to the [Census Date](#) (the date at which an enrolment is considered to be final), to ensure your enrolment is correct. This will mean you are only charged for the current units you are studying.
- If you are receiving a [Department of Human Services](#) payment whilst studying, you will need to report a change in your circumstances, such as changing your course of study.
- Be aware of any financial implications of changing your study plans. Domestic students can visit the [Study Assist](#) website for information regarding government assistance in financing tertiary study.
- If you are receiving a Curtin Scholarship, you will need to contact the [Scholarships Office](#) to see if you will still be eligible to receive the scholarship, if you change your course of study.

KNOWING YOU MADE A GOOD CHOICE

Reflecting on the decision you have made to switch courses can assist you with future career decisions you will need to make. Once you have started your new course of study, you may wish to debrief with a friend, family member or Career Development Consultant about your decision making process and how you will know that you made the correct decision.

FURTHER ASSISTANCE

Complete the [Who Am I?](#), [How Do I Get To Know My Industry?](#), and [Decision Making Strategies](#) Modules, online through [Curtin Challenge](#) or in person at a [Professional Development Workshop](#), and view the [Course & Career Planning](#) section of our website.

You can also call in and see our Careers Officers to discuss your options. Our [Hotline & Drop In](#) service is available 8:45am - 5:00pm Monday to Friday, no appointment needed.