



## Deciding To Change Your Enrolment

Many students decide to change their enrolment during their time at university, for a range of different reasons. There is a variety of options available to you.

### ENROLMENT OPTIONS\*

- Withdraw from one or more units. If you do not wish to continue your current enrolment, but do not feel ready to completely change your course, you may have the option of studying part time
- Change units or majors within your course
- Apply to study a different course
- Apply for a Leave of Absence to maintain your place in your current course
- Withdraw from your course.

\* If you are an international student, the conditions of your visa preclude you from undertaking part-time study or suspending your studies, therefore you should contact your [Student Service Office \(SSO\)](#) or the [Student Advisor – International Student Visas](#) on campus to discuss your options.

### ASSESSING COURSE OPTIONS

Once you have acknowledged that the course you are enrolled in does not meet your current interests or needs, there are a variety of strategies for exploring alternative pathways. Some active analysis of your personal strengths, preferences, goals and values can be useful at this point. If you are looking for a course that will lead you into a particular career, you can access detailed information about a wide range of occupations using online resources. We encourage you visit the following career websites:

- [Selecting Majors & Changing Courses](#)
- [Where Your Degree Can Lead](#)
- [My Future](#)
- [Career FAQs](#)
- [Graduate Careers Australia](#)
- [Job Guide](#)
- View a list of websites for [Australian Professional Organisations, Associations and Societies](#)

Family, friends and other acquaintances, who work in the industries that interest you, can provide access to valuable information about working conditions. Engaging in work experience, volunteer or paid work is another great way to develop your knowledge of the industry.

## ASSESSING PERSONAL ATTRIBUTES

There are a number of career assessment tools available that you can use to explore your potential. The Curtin Careers, Employment & Leadership recommends John Holland's 'Holland Code Career Model' (1985). Holland's model uses six career types (realistic, investigative, artistic, social, entrepreneurial and conventional) to categorise occupations according to core attributes required to work successfully in specific roles.

You can make an appointment with one of our Career Development Consultants to work through the Holland assessment process (a Self-Directed Search), or you can visit [Holland Codes](#) to learn more about this system.

Meeting with a Career Development Consultant can also provide an opportunity to talk through some of your options, and to explore the alignment between your unique set of skills and attributes and a selection of different career pathways and professions.

## EXPLORING ALTERNATIVE COURSES

Ideally, your decision-making process will involve expanding your options by researching widely, and then gradually narrowing down the possibilities by factoring in your personal goals and values, and matching them to a course of study that suits you.

When you have reduced your list of courses to two or three options, it can be useful to speak to course coordinators and to students who are currently enrolled in those courses. It is often possible to sit in on first year lectures to familiarise yourself with the course content. Curtin's [Courses Handbook Online](#) provides a reasonably detailed overview of topics covered.

You might even want to compare the course content and outcomes with professional requirements listed in job advertisements for positions that interest you, or with qualifications listed by industry bodies responsible for professional accreditation.

## MAKING THE CHANGE

- Seek academic counselling from your Course Coordinators to clarify your enrolment options. If you are changing courses you should also discuss the potential for Recognition of Prior Learning (RPL) with a Course Coordinator. In some cases it is possible to gain credit in your new course for units completed in your previous course (e.g. units that are common to both or that can be counted as electives).
- There are two dates that you need to be aware of when considering changing your enrolment: the deadline for changing unit enrolments and the Census date. Information regarding these dates can be found on [Curtin's Academic Calendar](#).
- Follow the instructions listed on the [Student Administration webpage](#).