

SAMPLE LETTER ONLY – NOT FOR OFFICIAL
USE

<student name>
<street number & name>
<suburb, state & postcode>

Enrolment Verification

Student ID:

Date of Issue:

Student Name:

This is to confirm that the above named student is currently enrolled in the <course name> at Monash University.

The student commenced the course on <commencement date> and is currently enrolled as follows:

Semester period	EFTSL	Credit Points	Status
<Teaching Period>	<Currently Enrolled EFTSL>	<Currently Enrolled CP>	<Current Attendance Type>

For the purpose of study at Monash University a student who has an EFTSL load of 0.375 or higher per semester is considered to be a full-time student.

Students on an international student visa are normally required to maintain an EFTSL total of 1 (0.5000 EFTSL per semester) across the academic year.

This student is in Good Standing with the University.

Instruction for the course was conducted entirely in English.

Terry Hogan

Director, Client Services