

GUIDELINES FOR CHANGE OF ENROLMENT CONDITIONS – FLINDERS UNIVERSITY MD RURAL STREAM

To outline University guidelines relating to students requesting a change to their MD Rural Stream (MDRS) location or requesting to exit from the MDRS program. Noting that MDRS students are accepted into the MD program to agree to undertake the requirements of the MDRS location and placement allocation.

Background

Students offered a place in the Flinders University MD Rural Stream (MDRS) cannot change their place or MDRS location once the course commences. The MDRS program requires the student to live and study in the MDRS region location they are allocated to in MD3. Students are also required to visit their MDRS regional location in year 1 and 2. Student learning is supported by rural academic and professional staff, located in one of the 5 rural campuses across SA. There are also opportunities for rural placement in year 4 of the MD and the Junior Doctor years.

The University recognises that unforeseen or exceptional circumstances may arise that prevent students from fulfilling the requirements of the MDRS program. If such circumstances arise, the student will need to formally apply to have their existing conditions changed from when they were accepted into the Flinders University MD program.

Scope

All existing Flinders University students that have accepted a place into the MD under the MDRS sub-quota and wish to change their existing enrolment conditions within the MDRS program due to unforeseen or exceptional circumstances.

GUIDELINES

Exiting

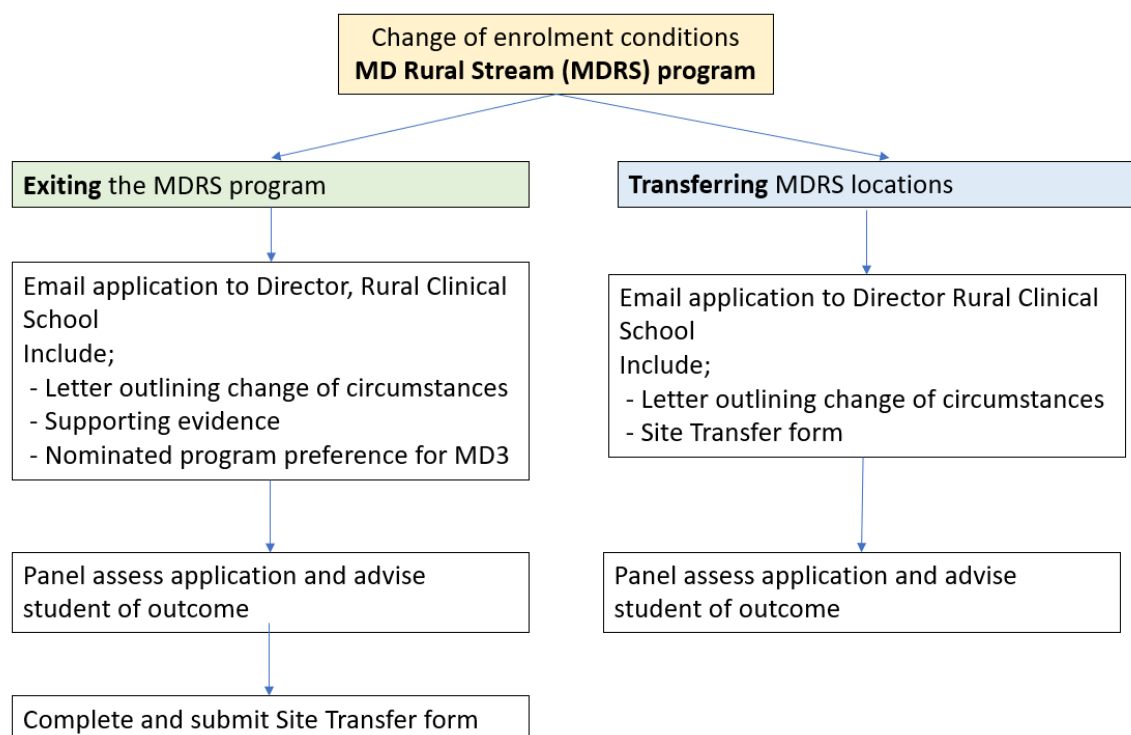
1. Applications to exit the MDRS must be based on genuine unforeseen or exceptional circumstances.
2. Applications must include the following;
 - a. A letter outlining how your circumstances have changed since accepting your place in the MD via the MDRS pathway.
 - b. Evidence/documentation to support your application.
 - c. Nominated program preference for MD3 if application is successful eg, Bedford Park, NTMP
3. Applications must be emailed to the Director, Rural Clinical School

4. A panel of senior academic staff is convened to consider each application including; MD Director, Director, Rural Clinical School, Dean, Education, Vice President, Executive Dean of College of Medicine and Public Health (or proxy).
5. Each application will be assessed on an individual basis.
6. The panel has the right to ask the student to provide further information if required.
7. The applicant will be notified of the outcome via email within 4 weeks of submitting their application.
8. Students granted an exit from the program;
 - a. Will not be able to change their mind after the decision has been made final.
 - b. Must complete and submit a Site Transfer Form and have it signed off by the relevant topic coordinators and forwarded to the Medical Course Director.
 - c. The student and the Work Integrated Learning (WIL) team will be notified of the allocated site.
 - d. The student is unable to make requests regarding the new site, placement or rotations.

Transferring MDRS Locations

9. Applications to transfer MDRS locations must be based on genuine unforeseen or exceptional circumstances.
10. Applications must include the following;
 - a. A letter outlining how your circumstances have changed since accepting your place in the MD via the MDRS pathway
 - b. A completed site transfer form
11. Applications must be emailed to the Director, Rural Clinical School
12. A panel of senior MDRS staff is convened to consider each application including; the Director, Rural Clinical School, MDRS Topic Coordinator and the Program Manager.
13. Each application will be assessed on an individual basis.
14. The panel has the right to ask the student to provide further information if required.
15. The applicant will be notified of the outcome via email within 4 weeks of submitting their application.
16. Students granted a location transfer;
 - a. Will not be able to change their mind after the decision has been made final.
 - b. The Work Integrated Learning (WIL) team will be notified of the new allocated site.
 - c. The student is unable to make requests regarding the new site, placement or rotations.

SECTION 3 – FLOW CHART



SECTION 4 – SUPPORTING DOCUMENTS

[MD Admissions Guide](#)

[Site Transfer form](#)

SECTION 5 - DEFINITIONS

Commonly defined terms;

MD – Doctor of Medicine

MDRS – Doctor of Medicine Rural Stream

MDRS Sub quota - The MDRS sub-quota requires students to complete Year 3 of the MD in a rural community within one of the above regions. Up to 35 places are normally available to applicants from an Australian rural background who wish to pursue a career in rural medicine.