REQUEST TO INCREASE
i:DRIVE QUOTA

STUDENT DETAILS
Student Number: ____________________________
Full Name: ____________________________________________________________________________
Course of Study: ________________________________________________________________________

I: DRIVE DEFAULT
It is your responsibility to manage your disk space allocation. Currently the quotas are set at:
- Undergraduates 20MB
- Postgraduates 100MB

Where it can be demonstrated that the need to fulfil your course requirements are not being met by the default, undergraduates’ space can be increased to 50MB. Postgraduates’ space can be increased to 150MB. *Anything over that will require support from your Course Coordinator/Supervisor.*

INCREASE DETAILS
Please state your reason for increase (Please attach documentation if appropriate):
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

Please increase my quota to a total of ____________________________MB

Course Coordinator/Supervisor’s Details (if necessary – see above)
Name: _______________________________________ Staff ID: ________________________________
Phone: ________________________________________ Signature: ________________________________

Student Signature: ____________________________ Date: ________________________________

Notification of the outcome of your request will be provided via the Official Communication Channel in OASIS within 2 weeks.

Please submit your completed form in person, or by post: Student Central Helpdesk, Building 101 Bentley Campus, Curtin University of Technology, GPO Box U1987, Perth, Western Australia 6845.

Or by Fax: +61 8 9266 4108.

OASIS Central Use Only
☐ Approved ☐ Not approved. Date: ________________________________

Comments: ________________________________________________________________

Signature of Authorised Officer: ____________________________ Name (please print): ____________________________

CRICOS provider code 00301J (WA)
CRICOS provider code 02637B (NSW)