

INTERNATIONAL STUDENT APPLICATION FORM



**VICTORIA
UNIVERSITY**

**A NEW
SCHOOL OF
THOUGHT**

- Enclose a non-refundable AUD\$50 application fee. Note: currently enrolled VU students or VU alumni are exempted from the application fee.
- All documents must be certified by a recognised authority (i.e. school, university, Victoria University representative).
- For more information see the 'How to Apply' section of VU's international course guides.
- This form should not be used by permanent residents or citizens of Australia or citizens of New Zealand.

Representative Stamp

CIS-SWEDEN
STAMPED 120
411 01 GÖTTENBURG

VU's registered representative contact details can be viewed at: WWW.VU.EDU.AU/INTERNATIONAL

For office use only

Tag _____

Interviewed by _____

Date _____

CRICOS PROVIDER NO.: 00124K

VU STUDENT ID (if applicable) _____

PERSONAL DETAILS

Title (Mr/Mrs/Miss/Ms): _____ Family name (as stated in passport): _____

Given names (as stated in passport): _____

Gender (M/F): _____ Country of birth: _____ Date of birth (day/month/year): _____

Citizenship (as stated in passport): _____ Passport No.: _____

Please attach a photocopy of your photo ID page from your passport.

ADDRESS FOR CORRESPONDENCE

Number and street: _____

Suburb or town: _____ State/Province: _____

Postcode/Zip code: _____ Country: _____ Phone: _____ Fax: _____

Email: _____

Are you applying through a Victoria University's registered representative? Yes No

If yes, please indicate representative name: _____

PERMANENT HOME ADDRESS (if different from above)

Number and Street: _____

Suburb or Town: _____ State/Province: _____

Postcode/Zip code: _____ Country: _____ Phone: _____ Fax: _____

Email: _____

COURSE PREFERENCE

Indicate the course you are applying for:

Certificate/Diploma/Advanced Diploma Undergraduate Postgraduate

In order of preference, list the courses you are applying for (refer to the list of 'courses and fees' at the back of VU's international course guides or visit WWW.VU.EDU.AU/INTERNATIONAL).

Course name:	Course Code (e.g. HBED)	Campus (e.g. FP)	Commencing Semester and Year (e.g. Semester 1, 2007)
1			
2			
3			

Do you intend to undertake further study after you complete your proposed course? Yes No

If yes, please indicate the further study course you intend to apply for:

Course name: _____ Course code: _____

MASTERS BY RESEARCH AND PHD APPLICANTS ONLY – RESEARCH PROPOSAL

Please attach a one or two page outline of your proposed research project and nominate two referees who can support your capacity to carry out research. Also attach copies of any published papers or journals if available. Prospective students may obtain more detailed information about selected criteria and procedures for individual courses by contacting the relevant faculty or visiting WWW.VU.EDU.AU/RESEARCH/FACULTY_RESEARCH/INDEX.ASP

VISA STATUS

Are you currently in Australia? Yes No

If yes, please indicate:

Visa type (i.e. student, tourist, etc.):

Visa No.:

Expiry date (day/month/year):

Please attach a photocopy of the visa label from your passport.

CURRENT OVERSEAS STUDENT HEALTH COVER

If you are in Australia, are you currently covered by an Australian Overseas Student Health Cover (OSHC) plan? Yes No

If yes, please indicate: Healthcare provider:

Membership number:

Expiry date (day/month/year):

CURRENT STUDIES

Are you currently studying? Yes No

If yes, please provide details of your current studies:

Name of examination/qualification:

Institution:

Country:

Date commenced (day/month/year):

Date results are expected (day/month/year):

Will you complete these studies prior to commencing at Victoria University? Yes No

Please forward any transcripts available with grading system. Send your final results and completion certificate as soon as they are available.

PREVIOUS STUDIES

Please provide details and documentation of all results and qualifications for both complete and incomplete studies with your most recently completed qualification listed first:

1. Secondary qualifications (high school)

Name of qualification:

Institution:

Country/State:

Date commenced (day/month/year):

Date completed (day/month/year):

Name of qualification:

Institution:

Country/State:

Date commenced (day/month/year):

Date completed (day/month/year):

2. Tertiary qualifications (post secondary studies)

Name of qualification:

Institution:

Country/State:

Date commenced (day/month/year):

Date completed (day/month/year):

Name of qualification:

Institution:

Country/State:

Date commenced (day/month/year):

Date completed (day/month/year):

Attach certified/notarised copies of results. Documents not in English must be accompanied by certified translations.

EMPLOYMENT HISTORY

Provide details of your work experience/employment history that you consider to be relevant to your preferred course(s) with your most recent employer first. Attach additional sheets if required.

Name of Company	Dates worked (from-to)	Position and duties

Please attach certified copies of work reference letters from your employer on company letterhead and your resume – if required for course entry.

ENGLISH LANGUAGE PROFICIENCY

1. English is my first language Yes No

2. I have undertaken studies in which the language of instruction was English Yes No (If yes, please provide evidence)

3. I have taken an English test (i.e. IELTS, TOEFL, etc) Yes No

If yes, please indicate test name:

Test score:

Test date:

Please attach results. Note: IELTS and TOEFL scores should not be more than one year old.

4. I will be sitting for an English test Yes No

If yes, please indicate test name:

Test date:

Date results are expected:

5. I have enrolled or intend to enrol in an ELICOS course Yes No

If yes, please indicate:

Institution:

Start date:

Finish date:

Number of weeks:

6. I would like to study English at Victoria University prior to commencing my academic course Yes No

CREDIT TRANSFER

Are you applying for credit transfer? Yes No

If yes, please provide full academic transcripts and a detailed course syllabus, including subject descriptions, details of assessment and the duration of each subject (e.g. one subject duration might be four hours per week for 10 weeks). Also nominate the qualification(s) for which you are applying for credit transfer. You will also need to download, complete and submit the following form with your application: 'Recognition of Prior Learning' (under Enrolment Forms) from WWW.VU.EDU.AU/SERVICES/STUDENT_ADMINISTRATION/COMMONLY_USED_FORMS/

SCHOLARSHIP/SPONSORSHIP APPLICANTS

Have you been granted a scholarship or sponsorship? (eg. government, private corporation etc.) Yes No

If yes, please indicate:

Scholarship/sponsor provider name:

Tel:

Please provide a sponsorship statement/financial guarantee.

If sponsored by a government body or private organisation, I give Victoria University permission to provide this sponsor with information about my academic progress Yes No

DISABILITIES

Do you have a disability for which additional assistance is required? Yes No

If yes, please attach a separate sheet outlining this disability.

GUARDIAN ARRANGEMENTS

Are you under 18 years of age? Yes No

Please refer to www.immi.gov.au/study/apply/visa_requirements_general.html for specific information on accommodation and general welfare arrangements for students under 18 years of age.

Please turn over...

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VU student ID:

Student family name:

Student given name:

Course code:

DECLARATION

I, _____

(Applicant's full name in BLOCK LETTERS and if the student is under 18 years of age parent/guardian's full name)

- declare that the information and supporting documentation provided is true and complete. I acknowledge that Victoria University reserves the right at any stage to vary or reverse any decision regarding admission or enrolment made on the basis of incorrect, incomplete or fraudulent information;
- understand and accept that I must abide by all terms and conditions of my visa;
- am able to make appropriate arrangements to fund my studies;
- have read, understood and agree to be bound by the University's refund policy and conditions (available in International Course Guides)
- am fully responsible for my educational and living expenses while studying at Victoria University
- agree to advise the University within seven days of any subsequent changes to my residential address;
- authorise Victoria University to obtain further relevant documentation if necessary;
- I acknowledge that the information that I provide to the University may be made available to Commonwealth and State agencies, pursuant to obligations under the ESOS Act 2000 and the National Code;
- I authorise the University to provide to their approved registered representatives my address and details of enrolment;
- understand that any school-aged dependants accompanying me to Australia will be required to pay full fees if they are enrolled in a school in Australia; and
- have read, understood and accept the above conditions.

Signature of applicant: **X**

Date: _____

Signature of parent/guardian (for student under 18 years of age): **X**

Date: _____

IMPORTANT: INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED

Have you:

- Completed all sections of this application?
- Signed and dated the declaration?
- Enclosed certified copies of academic transcripts and graduation certificates and, where appropriate, certified English translation of academic records?
- Where appropriate, enclosed certified copies of other academic documentation requested (e.g. English language test scores, referee's reports and work reference letters)?
- Enclosed a research proposal – if applicable? If you are applying for credit transfer for previous studies, have you attached the required syllabus/curriculum details?
- Enclosed a non-refundable AUD\$50 application fee? This can be paid by bank draft on an Australian bank and made out to Victoria University or you may pay by credit card by filling out the details below (Note: American Express and Diners Cards are not accepted by Victoria University)

SEND YOUR APPLICATION TO:

POSTAL ADDRESS:

Victoria University International
City Flinders Campus
PO Box 14428
Melbourne Victoria 8001
AUSTRALIA

STREET ADDRESS:

Victoria University International
City Flinders Campus
Level 3, 301 Flinders Lane
Melbourne Victoria 3000
AUSTRALIA

Phone 61 3 9919 1164

Fax 61 3 9919 1009

Email INTERNATIONAL@VU.EDU.AU

WWW.VU.EDU.AU/INTERNATIONAL

CRICOS Provider Code:00124K

APPLICATION FEE CREDIT CARD PAYMENT

If you wish to pay your application fee by credit card, please complete the details below:

- Bankcard
- Visa
- Mastercard

Credit Card No.:

Expiry date (month/year): / Amount AUD\$50.00

Cardholder name: _____

Cardholder phone: _____

Cardholder email: _____

Signature of cardholder: **X**

The credit card transaction will be processed by Victoria University in Australian dollars and will be converted at the current rate on that day by your credit card provider.

