

International Postgraduate Application Form 2010

Indicate which event application collected at (staff use only):

Complete this form if you are applying for a postgraduate course at Monash University as an international fee-paying student. An application fee must be paid when you submit this form. Please complete all sections of the form clearly and in pen. Do not fill in this form if you are applying for a PhD degree. Download the correct form at www.mrgs.monash.edu.au/research

Section A: Your application

Are you a citizen of Australia or New Zealand or a Permanent Resident of Australia? If yes, do not fill in this form, instead refer to: www.adm.monash.edu.au/admissions/applyonline-instruct.html

Do you have a Monash student ID number? (please tick): No Yes (please state):

Are you a currently enrolled Monash student? (please tick): No Yes

Section B: Personal details

We will contact you by email, post or telephone. To avoid delays in your application, it is important you legibly complete ALL of your details, including your email address. If you apply through an agent, please ensure all of your details are also provided. These should be different from those of the agent.

Family name:

Given name(s):

Date of birth: Gender (please tick): Male Female

Country of citizenship (as stated in passport):

Country of birth:

Student address details:

Country:

Telephone:

Mobile phone:

Fax:

Email (you must give a current and valid email address):

Agent contact details (if applicable):

Country:

Telephone:

Mobile phone:

Fax:

Email:

Registered Agent's stamp:

If you apply through an agent, please ensure that your agent is registered with Monash University or you may experience delays in your application. For details of agents in your country, go to coldfusion.its.monash.edu.au/moint/agentlist/agent.cfm.

Section C: Course preferences 2010

Refer to the *Postgraduate Course Guide 2010* or the Monash website for details of course codes, titles, campuses and start dates. Choose three courses you would like to study and list them in order of preference. Check the entry requirements and prerequisite subjects for each to see if you qualify. If you meet the requirements of your first choice, you will not be assessed for your second and third choices.

1. Course title:

Course code: Commencement year: Semester: Campus code:

2. Course title:

Course code: Commencement year: Semester: Campus code:

3. Course title:

Course code: Commencement year: Semester: Campus code:

Campus codes: Berwick: BE Caulfield: CA Clayton: CL Gippsland: GP Malaysia: MA Parkville: PA Peninsula: PE South Africa: SA

Section D: Students with disabilities

Do you have a disability, impairment or long term-medical condition that may affect your studies?: No Yes

If yes, Monash will require medical documentation from a relevant treating professional outlining the impact of your condition on your ability to meet the academic demands in the university environment. Disclosure of disability is treated confidentially and will not be used to disadvantage you. The Disability Liaison Unit at Monash may contact you to discuss the services available. For more information visit: www.adm.monash.edu/sss/equity-diversity/disability-liaison

Section E: English language proficiency

All courses have English language requirements. You must provide proof of your English proficiency to the required standard.

English as the language of instruction

Provide from the institution concerned, on certified letterhead, evidence of successful completion of the equivalent of at least **three semesters** tertiary study within the last two years, or **three years** tertiary study within the last five years, and in a country where the dominant language is English. In some cases, the university may request an IELTS or TOEFL score as evidence.

English as the language of instruction (must attach certified evidence)

Or

IELTS/TOEFL

Attach original results or documents (request results to be sent to Monash by testing centres). Please note that only results achieved within two years of the course commencement date will be considered. If you have not yet sat an IELTS/TOEFL exam, please indicate when you will sit one.

Note: The Australian Government sometimes requires proof of English proficiency for visa applications. You should ensure that any test you take meets those requirements also. Visit: www.immi.gov.au/students

I will sit/have sat an English language proficiency test IELTS TOEFL and TWE/ER Date test taken:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

I will apply for a Monash University English Language Centre course in Section F below

If you do not meet the course English requirements, you may be eligible for an English Language Bridging Program. If so, Monash will indicate this in your letter of offer.

Section F: Application for additional English studies and university preparation

This section is an application to the Monash University English Language Centre. Additional tuition fees apply for these courses. For details of fees, courses and start dates, visit www.monash.edu/englishcentre.

Course title:

Start date:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

 End date:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

 Number of weeks (minimum five):

--	--

Section G: Academic qualifications and other required documents

Check the entry details in the *Postgraduate Course Guide 2010* or the Monash website (www.monash.edu.au/international/courses/postgraduate) for any additional requirements and prerequisites.

Include details of your previous academic qualifications. Include dates of commencement and completion, or if you are yet to finish study, your intended completion date. Certified copies of academic qualifications must be attached to this application*. If the qualifications are in a language other than English, please also supply certified translated copies. **Monash prefers NAATI-qualified translators.**

Documents must be certified by:

Submissions within Australia: Your current or previous education institution; a solicitor; a pharmacist; a Justice of the Peace.

Submissions outside Australia: Your current or previous education institution and attached in an envelope sealed by the institution; a Monash registered agent; a Monash staff member; a solicitor; a commissioner for declarations; a government official. Monash University reserves the right to refuse documentation on the grounds of incorrect certification or translation procedures.

Post-secondary qualification (tertiary studies). Please list your MOST RECENT qualifications first:

Name of qualification:

Institution: Country:

Date commenced:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

 Date completed:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Name of qualification:

Institution: Country:

Date commenced:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

 Date completed:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Are you transferring within the first six months of your principal course in Australia? Your principal course is the main course of study to be undertaken where you have been issued a student visa for multiple courses of study. The principal course would normally be the final course of study.

No Yes If yes, please attach a release letter from your current provider.

* Documents submitted with your application remain the property of Monash University.

Section K: Application fee payment

You can pay the \$A100 application by credit card, money order or bank draft made out to Monash University.

Card type: Mastercard Visa

Cardholder's name:	<input type="text"/>	Credit card verification number:	<input type="text"/>
Credit card number:	<input type="text"/>	(3-digit number on the back of your card)	
Credit card expiry date:	<input type="text"/>	Amount:	<input type="text"/>
Cardholder's signature:	<input type="text"/>		

Section L: Privacy and student declaration

General privacy statement

The information collected on this form is used to assess your application for entry to a Monash University course. It is also used to create an enrolment record on the student database, to prepare a statistical analysis and to inform you about your course and other University courses/events. If you do not complete all the questions on this form, it may not be possible to process your application. Personal information may be collected from, or disclosed to, relevant bodies for the verification of your previous qualifications, and it may be disclosed to government agencies (eg DIAC), as required by legislation or pursuant to obligations under the *ESOS Act 2000* and the *2007 National Code of Practice* or for your visa application. Information may be shared with the registered agent you appoint to assist with your application for entry or visa processing. You have the right to access personal information that Monash University holds about you, subject to legislation, by contacting the Monash University privacy officer at privacyofficer@adm.monash.edu.au. Privacy legislation only applies to students who study in Australia.

Due to privacy regulations, we are unable to disclose information to any other third parties such as friends, relatives and parents.

Declaration

I warrant that the information on this form, or provided in support of my application, is correct and complete. I acknowledge that the provision of incorrect information or the withholding of relevant information relating to my application, including academic transcript/s, might invalidate my application and that the University may withdraw an offer of a place or cancel my enrolment in consequence.

Should the University determine that I have submitted a false document, I consent to the University disclosing this information to other relevant tertiary institutions.

I consent to any educational institution at which I have previously been a student and/or my current or any past employer, providing Monash University with information which that institution or employer holds about me for the purpose of Monash verifying my grades and/or qualifications or experience.

I agree to abide by the statutes, regulations and policies of Monash University.

I have read and understood the above conditions and accept them fully.

Student's signature:	<input type="text"/>	Date:	<input type="text"/>
----------------------	----------------------	-------	----------------------

Please complete the following checklist before submitting

- \$A100 application fee
- Proof of English proficiency
- Certified copies of academic records/transcripts
- Additional information (check your course/s in the Admissions Table in this guide)
- Signed declaration
- If you are a DEST Endeavour Awards applicant, you must attach a copy of the email from DEST confirming your Application ID number
- If you are applying for an Australian Leadership Award' (ALA), please attach a copy of the AusAID acknowledgement letter
- Copy of official scholarship/sponsorship offer letter

Where to send your application

Australian campus applications

Monash University
International Recruitment Services
871 Dandenong Rd
Caulfield East 3145
Australia

Fax: +61 3 9903 4778 Email: documents@adm.monash.edu.au

South African campus applications

Monash South Africa
Private Bag X60
Ruimsig, Roodepoort 1725
South Africa

Sunway campus applications

Jalan Lagoon Selatan
46150 Bandar Sunway
Selangor Darul Ehsan
Malaysia

When will you know?

You will receive an acknowledgement email issuing you an ID number. Use this number to check the status of your application on our website. Please remember postal services can affect the time between you sending the application and Monash University receiving it. To check the progress of your application, visit www.monash.edu/international/myapplication