



## Section D: 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

Applicants are required to provide evidence from the institution concerned on certified letterhead. Please indicate if you have studied one or more of the exceptions below.

Australian or New Zealand Year 12 qualifications (HSC, VCE, IB)

MUFY or other recognised Australian foundation year

Monash College

Other. Please specify:

In the cases listed above, you will be assessed on the English requirements as set out in the *International Undergraduate Application Guide 2009* or visit: [www.monash.edu/study/international/apply/entry-requirements.html](http://www.monash.edu/study/international/apply/entry-requirements.html)

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](http://www.immi.gov.au/students)

I will sit/have sat an English language proficiency test

IELTS

TOEFL and TWE/ER

Date test taken:

I will apply for a Monash University English Language Centre course in Section E 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 E: 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](http://www.monash.edu/englishcentre).

Course title:

Start date:

End date:

Number of weeks (minimum five):

## Section F: Academic qualifications and other required documents

Check the entry details in the *International Undergraduate Application Guide 2009* or the Monash website ([www.monash.edu/study/international/apply/entry-requirements-academic-ugrad.html](http://www.monash.edu/study/international/apply/entry-requirements-academic-ugrad.html)) 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.

### Secondary studies (high school studies):

Date commenced:

Name of studies:

Institution:

Date completed:

### Post-secondary studies (tertiary studies):

Date commenced:

Name of qualification:

Institution:

Date completed:

Are you transferring within the first six months of your principal course?:  No  Yes

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.

## Section G: Work experience/employment history

Complete this section if:

- a) Your final year of study was completed more than six months ago. Please provide a detailed account of work or activities undertaken. **OR**  
b) The course you are applying for requires details of your relevant employment history to support your application. If this information is required, please ensure you provide a letter from your previous employer on original company letterhead stating your job title; the basis of employment (full-time/part-time); a precise description of duties performed; duration of your employment (including dates); and the full name, title and signature of the writer.  
Failure to include this information will delay processing of your application.

Start date:	<input type="text"/>	
Position title:	<input type="text"/>	
Employer:	<input type="text"/>	
	End date:	<input type="text"/>
Start date:	<input type="text"/>	
Position title:	<input type="text"/>	
Employer:	<input type="text"/>	
	End date:	<input type="text"/>
Start date:	<input type="text"/>	
Position title:	<input type="text"/>	
Employer:	<input type="text"/>	
	End date:	<input type="text"/>

If your final year of study was completed more than six months ago, please provide a detailed account of work or activities undertaken since then.

Date commenced:  Date completed:

Work experience/activities (please list):

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

## Section H: Scholarship/sponsorship information

Have you applied for a scholarship/sponsorship from an organisation external to Monash University to support your studies?

No  Yes (please state the name of the external scholarship/sponsorship):

<input type="text"/>
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What is the status of your external scholarship/sponsorship application?  Approved  Pending  Not approved

If the external scholarship/sponsorship has been approved please provide a copy of the official offer letter with this application.

## Section I: Application fee payment

You can pay the A\$100 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 number:	<input type="text"/>	Credit card verification number: <input type="text"/>
Credit card expiry date:	<input type="text"/>	(3-digit number on the back of your card)
Cardholder's signature:	<input type="text"/>	Amount: <input type="text"/>

## Section J: Privacy statement

### 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](mailto: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.

## Section K: Student declaration

### 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:

Date:

D	D	M	M	Y	Y	Y	Y
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## Please complete the following checklist before submitting

- A\$100 application fee
- Proof of English proficiency
- Certified copies of academic records/transcripts
- Additional information (check your course/s in the Admissions Table in the *International Undergraduate Application Guide 2009*)
- Signed declaration by student or (parent if under 18)
- 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

### 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

Fax: +61 3 9903 4778 Email: [documents@adm.monash.edu.au](mailto:documents@adm.monash.edu.au)

### 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/study/international/apply/application-track.html](http://www.monash.edu/study/international/apply/application-track.html)

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