

University of Western Sydney

Application for Admission & Scholarship 2012
Higher Degree Research

Office of Research Services
Locked Bag 1797, Penrith NSW 2751



CRICOS Provider No: 00917k

SECTION A – GENERAL INFORMATION

Important Information

Please read these notes and instructions carefully before completing the Application Form.

INFORMATION INDEX

Please ensure that you have all the following information sheets and the Application Form. It is important that you read through the information carefully before completing the Application Form.

Section A	General information and how to lodge your application
Section B	Instructions for completing the Application Form
Section C	Scholarship Application Form
Appendix 1	Two Referee Reports for you to forward to academic referees of your choice.
Appendix 2	International Student Postgraduate Application Form and International Student Application Declaration Form

CLOSING DATE AND LODGING YOUR APPLICATION

This application will be electronically scanned. Please submit only the Application Form (Section B) and relevant documentation on white paper (where possible). Please DO NOT use special files, folders, dividers, staples, headers, post-it-notes, etc. These items are damaging to our scanning equipment.

All documentation must be received by 5pm on the closing date. Please refer to Question 3 "Scholarship Selection Details" for closing dates for specific scholarships. The application form must be submitted to one of these addresses:

Postal:
University of Western Sydney
Research Scholarships Development Officer
Office of Research Services
Penrith Campus, Building K.1.37
Locked Bag 1797
PENRITH NSW 2751

Street:
University of Western Sydney
Research Scholarships Development Officer
Office of Research Services
Penrith Campus, Building K.1.37
Second Avenue
KINGSWOOD NSW 2747

Evidence of postage is not sufficient. Evidence of delivery to another address within the University is also not acceptable. Applicants using overseas postal services are strongly advised to certify or register their application packages to ensure timely delivery. You may email or fax your application, but the original application must also be forwarded to the University as soon as possible after the closing date. Additional or supporting documentation will not be accepted after the closing date, except if the document relates to an outstanding result for a qualification listed in the application. Where applicants cannot verify a claim in the requested format, it will not be considered.

If emailing your application please ensure that the size of the email is no larger than 10MB. If you have large files you will need to send them in more than one email. Please number your emails (eg Smith, Application, email #1) Please ensure that scanned copies are clear and legible and that certification information is visible.

Email your application to: HDRscholarships@uws.edu.au

ELIGIBILITY AND ADMISSION

Domestic applicants (Australian citizens, Australian Permanent Residents, New Zealand citizens)

This application (Section C) constitutes your application for both admission to the course and a scholarship.

International applicants (citizens of any country other than Australia or New Zealand)

This application (Section C) constitutes your application for a scholarship only. International applicants must also complete the *UWS International Student Postgraduate Application Form* attached at the end of this document (Appendix 2).

All applicants

Applicants are ineligible for scholarships if they already hold a degree at the same level as the one for which they are applying.

Applicants should hold at least the equivalent of an Australian First Class Honours degree. Applicants need to demonstrate prior research experience, either through an appropriate course of study, such as Bachelor Honours, a research masters degree, a postgraduate coursework degree that includes a substantial research component, or a coursework degree and additional research experience or output.

Applicants claiming academic equivalence for admission must present supporting documentation. You should address knowledge of research methodology and the ability to undertake academic writing. You may also present information about specialist knowledge and skills relevant to the area of study.

Any applicants who are hoping to transfer from another university (with or without scholarship) should be aware that they may not be able to 'restart' their maximum time period at UWS. If you are in this category you should confirm how much time you will be allocated at UWS. New candidates will be allocated a maximum of four years for doctorates and two years for Masters (full time) in which to complete the degree.

Please refer to the web for full details of the UWS Admission Criteria:

http://www.uws.edu.au/research/prospective_candidates/apply

CERTIFICATION OF DOCUMENTATION

What is a certified document?

A certified document is a *copy* of an original that has been cited by a qualified person and confirmed as correct and legitimate. When you need a document to be certified you must have both the copy **and** original with you.

Who can certify my documents?

The person who certifies your document/s must be contactable by telephone during normal working hours. Your documents must be certified by one of the following authorised officers:

- any UWS staff member
- any other university or TAFE College
- the official records department of the institution that originally issued the document/s
- an Australian overseas diplomatic mission and an Australian Educational Centre
- the Universities Admissions Centre (UAC)
- A Justice of the Peace (JP) with a registration number
- An accountant - must be a member of the Institute of Chartered Accountants in Australia, or the Australian Association of Taxation and Management Accountants or be a Registered Tax Agent
- A bank manager, but not a manager of a bank travel centre
- A credit union branch manager
- A commissioner for declarations
- A barrister, solicitor or patent attorney
- A police officer in charge of a police station, or of the rank of sergeant and above
- A postal manager
- A Principal of an Australian secondary college, high school or primary school
- A contracted Agent of UWS

You or a family member cannot certify your documents, even if you or they belong to one of the categories listed above.

How should the authorised officer certify each document?

The certifying officer must print the following text on the copied document:

'I certify this to be a true copy of the document shown and reported to me as the original.'

They must also include their name, address, contact telephone number, profession or occupation or organisation, the date and then sign the document.

The certifying officer should also include the official stamp or seal of the certifier's organisation on the copy if the organisation has such a stamp.

In addition to the above, a Justice of the Peace must also print their registration number and provide details of the state in which they are registered.

Documents certified by a Justice of the Peace without a registration number will not be accepted. To find a Justice of the Peace in your area, check the Justice of the Peace public register of available online from the [NSW Attorney-General's Department](#).

If the document includes multiple pages, each page must be certified separately.

Email lodgement of a certified document

When providing documentation by email you need to attach scanned copies of certified documents. Scanned copies of originals will not be accepted.

COMMENCEMENT

The successful candidate will negotiate the commencement date with their Principal Supervisor.

CRITERIA FOR SELECTION

The criteria for allocation of awards are primarily based on academic merit. Academic merit includes undergraduate performance, bachelor Honours awards, other postgraduate degrees, publications in refereed journals, and the presentation of conference papers. When assessing applicants, the selection panel may take into consideration other relevant experience. Please provide full bibliographic details of publications.

PROVISIONS AND CONDITIONS OF THE AWARD

The tenure for doctorates is usually three years, and for research masters two years. The tenure of the award will be reduced by any previous study undertaken toward the degree at any Institution.

Scholarship recipients are restricted in the amount of work they may undertake while receiving the award and may not receive another, similar salary or scholarship to undertake their particular research project. Minor top-up allowances are allowed.

Part-time awards:

Part-time awards are not exempt from income tax and the paid work limits are the same for part-time and full-time candidates. Applicants may apply for a part-time award on the grounds that they are prevented from studying full-time due to illness, disability, heavy care commitments of either young children or elderly/sick relatives. Applicants for part-time awards must include a statement outlining their eligibility and include appropriate documentation (eg. medical certificates).

Stipend:

Please refer to the project information flyer or the web for information about the stipend rate:

<http://www.uws.edu.au/research/scholarships>

Tuition Fees:

All successful domestic applicants will be awarded a funded place in the degree and will not be charged tuition fees.

Some international applicants will be charged tuition fees. Please refer to Question 3 of the Application Form "Scholarship Selection Details" for information about whether tuition fees will be charged.

FURTHER INFORMATION

If you require further assistance to complete this form, please contact:

Scholarship enquiries:

Research Scholarships Development Officer

Email: HDRscholarships@uws.edu.au

Phone: +61 2 4736 0966

Admission enquiries:

Student Administration (Operations) Postgraduate
Research Unit

Email: sa-research@uws.edu.au

Phone: +61 2 4736 0665

Academic enquiries: Please refer to the project information sheet for academic contact details.

SECTION B – INSTRUCTIONS

INSTRUCTIONS – COMPLETING THE FORM

Personal Details	Past and present UWS candidates should indicate their student ID number. Please remember to inform the University if your contact details change.
Course selection	Please indicate your choice by placing a tick in the relevant box. Candidates currently enrolled at UWS should tick "Scholarship only" If you are an international student (i.e you are not an Australian Citizen, New Zealand Citizen or Australian Permanent Resident) you must also submit the <i>UWS International Student Postgraduate Application Form</i> which is attached at the end of this document.
Question 3 Required Attachment	All applicants must attach certified (see Section A) proof of their residency status – certified copy of visa, passport, birth certificate or citizenship papers etc.
Question 4 Scholarship selection	Please select the scholarship/s you wish to apply for. You may apply for more than one award. Some awards require the applicant to submit a research proposal. Advice about writing a proposal is on the web: http://www.uws.edu.au/research/future_research_students/apply PLEASE TAKE CAREFUL NOTE OF THE CLOSING DATE FOR EACH AWARD
Question 5 Specified Attachment Required Attachment	Include ALL ATTEMPTED tertiary level courses. It is important to indicate at 'Course Type' whether the degree was conducted by coursework or independent research. If the coursework program contained a research component please estimate what proportion (%) of the whole degree the project/s represented. Students whose courses were all completed overseas must attach evidence that the language of instruction was English, or attach an English Language Test Result. All applicants must attach certified copies (see Section A) of Testamurs (certificates of graduation) AND academic transcripts for all courses showing subjects undertaken and marks obtained. Transcripts must be submitted for all attempted courses, regardless of whether the course was completed.
Question 6	Prior to submitting your application you are advised to contact the nominated academic to discuss the project and receive advice about a research proposal.
Question 7 Specified Attachment	Include any additional research experience, summer research projects, research outcomes such as publications, exhibitions, performances or conference presentations and any relevant work experience. You may include a résumé or attach extra sheets as necessary. List publications in full, including bibliographic details - clearly show where and when published (including page numbers), authors, ISSN/ISBN numbers. Any conference presentations listed should include details of the name and location/date of the conference and if the paper was published in proceedings. You may be asked to forward full copies of publications later, but should not include them with your application.
Question 8	Australian Government awards include Australian Postgraduate Awards, Australian Postgraduate Awards (Industry) and International Postgraduate Research Scholarships.
Question 9	You should choose referees who are familiar with your recent academic work or research. You must complete the appropriate section on the attached referee reports and send them to the people nominated here, but should note that UWS also reserves the right to approach the referees personally if required.

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CRICOS Provider No: 00917k

SECTION C – APPLICATION FORM

TYPE OR PRINT ALL ANSWERS CLEARLY

1. Personal Details

UWS Student ID (if applicable)

Title

Family Name

Given Name(s)

Preferred Name

Gender

Male Female

Date of Birth

DD / MM / YYYY

Postal Address

Unit no.	<input type="text"/>	Street no.	<input type="text"/>	Street name	<input type="text"/>	State	<input type="text"/>	Post code	<input type="text"/>
Suburb	<input type="text"/>				State	<input type="text"/>	Post code	<input type="text"/>	
Country	<input type="text"/>								

Residential Address (If different from above, note post office box numbers are not acceptable)

Unit no.	<input type="text"/>	Street no.	<input type="text"/>	Street name	<input type="text"/>	State	<input type="text"/>	Post code	<input type="text"/>
Suburb	<input type="text"/>				State	<input type="text"/>	Post code	<input type="text"/>	
Country	<input type="text"/>								

Home Phone Number

Work phone number

Mobile phone number

Email address

2. Course and Enrolment Selection Details

I am a **domestic applicant** and I wish to apply for:

A scholarship and admission to:

- the Doctoral program
 the Masters Honours program

OR

I am currently enrolled in a research program at UWS and wish to apply for a scholarship only.

I am an **international applicant** and I wish to apply for:

A scholarship and admission to:

- the Doctoral program
 the Masters Honours program

OR

I have also completed and submitted the *UWS International Student Postgraduate Application Form (Appendix 2)*

I am currently enrolled in a research degree at UWS and wish to apply for a scholarship only.

3. Citizenship and Australian Residency Status

I am an international student

*If yes, you must attach a **certified** copy of your Passport*

I am of Aboriginal or Torres Strait Islander Descent

I am an Australian or New Zealand Citizen

*If yes, you must attach a **certified** copy of your Birth/Citizenship Certificate or Passport*

I am an Australian Permanent Resident

*If yes, you must attach a **certified** copy of your Permanent Residency Visa*

Date you arrived in Australia

/ /

Date Permanent Resident status granted

/ /

Type of Visa

4. Scholarship Selection Details

Scholarship/s Applied For:	Project Title	Closing Date	Citizenship requirements
<input type="checkbox"/> Rural & Industries Research & Development Corp Scholarship	Horse Owners & Hendra Virus: A Longitudinal Cohort Study to Evaluate Risk (HHALTER) Research proposal NOT required. This a pre-defined project	27 July 2012	Open to domestic applicants only.
<input type="checkbox"/> Discovery Postgraduate Research Award	Evolutionary & Environmental Drivers of Functional Diversity Amount C ₄ Plants Research proposal NOT required. This a pre-defined project	3 August 2012	Open to domestic & International applicants. International applicants may be awarded a fee waiver.
<input type="checkbox"/> Hawkesbury Institute for the Environment Postgraduate Research Award	Microbial Modulators of Soil Carbon Storage Research proposal NOT required. This a pre-defined project	17 August 2012	Open to domestic & International applicants. International applicants may be awarded a fee waiver.
<input type="checkbox"/> Hawkesbury Institute for the Environment Postgraduate Research Award	Adaptation of Cotton Farming to Climate Change Research proposal NOT required. This a pre-defined project	17 August 2012	Open to domestic & International applicants. International applicants may be awarded a fee waiver.
<input type="checkbox"/> Doctoral Scholarships – Centre for Positive Psychology and Education	Positive Psychology Research proposal required	17 August 2012	Open to domestic and international applicants International applicants may be awarded a fee waiver.
<input type="checkbox"/> Doctoral Scholarships – Centre for Positive Psychology and Education	Empirical Landscape of Educational Science Research proposal required	17 August 2012	Open to domestic and international applicants International applicants may be awarded a fee waiver.
<input type="checkbox"/> MARCS Institute Postgraduate Research Award	As proposed by the applicant. Research proposal required	31 August 2012	Open to domestic & International applicants. International applicants may be awarded a fee waiver.
<input type="checkbox"/> Institute for Culture & Society Postgraduate Research Award	As proposed by the applicant. Research proposal required	22 October 2012	Open to domestic & International applicants. International applicants may be awarded a fee waiver.

5. Academic Qualifications

Give details of all degrees completed, attempted but not completed, or for which you are currently enrolled. You must attach a **certified** copy of your academic records. Evidence provided must indicate the current status of the degree: in progress, completed, awarded and your results for each subject/unit.

Applicants whose courses were all completed overseas must attach evidence that the language of instruction English, or attach an English Language Test Result (IELTS or TOEFL)

UNDERGRADUATE – include present enrolment				
Course Title	Institution	Years of study	Part-time or full-time	Completed
				Y / N
				Y / N
				Y / N
				Y / N

It is important to indicate at course type below whether you conducted independent research projects during your postgraduate studies, and what proportion (%) of the whole degree the projects represented.

POSTGRADUATE – include present enrolment					
Course Title	Course Type (eg research, coursework)	Institution	Years of study	Part-time or full-time	Completed
					Y / N
					Y / N
					Y / N
					Y / N

Were any of these courses completed or attempted outside of Australia? Yes No

Course: Language of Instruction:

Did any of the courses listed above contain a research component? Yes No

Course: Word length: Title:

If any of the courses listed above (undergraduate or postgraduate) were not completed, please list your reasons for not completing. If you wish to transfer from another institution to UWS, please list your reasons for wishing to transfer.

Course Title	Reasons for not completing/wishing to transfer

6. Proposed Research

Currently enrolled candidates:

Supervisor Name Project Title

* Please attach a timeline for completion and details of your progress

Prospective candidates: You are strongly advised to contact the nominated academic to discuss the project before applying. Please refer to the Project Information Flyer for the contact details of the nominated academic.

Who have you contacted to discuss the project?
 1.
 2.
 3.

7. Additional Supporting Information

Are you able to provide additional information to support your application?

Have you attached details of research experience additional to courses at Question 5? Yes No
 Have you attached details of publications and/or other research output? Yes No
 Have you attached other supporting documentation? Eg CV or resume Yes No

8. Previous Scholarship Support

Have you previously received an Australian Government award?

Yes

No

Name of Award:

Year Awarded:

Tenure of Award:

Years

Months

Awarded by which institution/agency?

Have you been awarded a scholarship to undertake your proposed studies?

Yes

No

Name of Award

Tenure of Award:

Years

Months

Awarded by which institution/agency?

Does this award provide a stipend or living allowance?

No

Yes

\$

AUD per annum

Does this award provide for tuition fees?

No

Yes

\$

AUD per annum

9. Academic Referees

Please provide the contact details of two academic referees who are familiar with your recent academic work.

REFEREE 1	Position Held:	_____
Name	_____	
Postal Address	_____	

Daytime Telephone	_____	
Email	_____	

REFEREE 2	Position Held:	_____
Name	_____	
Postal Address	_____	

Daytime Telephone	_____	
Email	_____	

Is your application complete?

We cannot always undertake to inform you of missing or incorrect documentation. Please use the checklist over the page to ensure that your application is complete.

CHECKLIST

Have you completed all relevant sections of the form? Yes No

REQUIRED ATTACHMENTS:

Certified copy of residency/citizenship status (Q3) Yes No

Certified copy of ALL tertiary graduation certificates (Q5) Yes No

Certified copy of ALL academic transcripts (Q5) Yes No

OTHER ATTACHMENTS:

Certified proof of English language eligibility (Q5) Yes No

Extra supporting information re experience and publications etc (Q7) Yes No

ACADEMIC REFEREE REPORTS:

Applicant sections completed Yes No

Referee Reports forwarded to referees Yes No

DECLARATION AND SIGNATURE

I declare that I have read the instructions at the beginning of this form as well as the appendices, and declare that all the information submitted is true and complete.

I authorise the University to obtain available official records from any educational institution attended by me.

I understand that the University is not responsible if any institution does not provide these records.

I authorise the University to verify any information provided by me, including academic records and employment details.

I understand that the University may reject my application or revoke any offer of admission if it finds any information provided in relation to my application to be incomplete, inaccurate or misleading.

In providing my personal information to the University, I understand that, other than as authorised by law, the University will only use this information for the purposes for which it is being collected in accordance with the University's functions and activities associated with my enrolment. In some instances, the University may need to disclose information to external agencies such as UAC, DEST, DIAC, Centrelink, other Government agencies, an affiliated entity of the University, or to third parties for the purposes of recovering unpaid University fees or other debts owed to the University, and I consent to such disclosure. I also understand that all information will be collected, stored, accessed and disseminated or destroyed in accordance with privacy, records management and other relevant laws, and the University's policies.

I agree to abide by the University of Western Sydney Act, the University of Western Sydney By-Law and the Rules and Policies of the University, as amended from time to time. I also agree that it is my responsibility to ensure that I review the By-Law, Rules and Policies of the University during my period of study as the most current rules are applied and may differ from the time of my initial enrolment. I understand I have access to these documents through the University website.

I agree to abide by the Institution's Conditions of Award as amended from time to time.

Signature of Applicant

Name of Applicant

Date

**Application for Admission & Scholarship 2012
Higher Degree Research**



**Office of Research Services
Locked Bag 1797, Penrith NSW 2751**

CRICOS Provider No: 00917k

**APPENDIX 1
Academic Referee's Report**

Important Information

Please complete the appropriate sections of this application in **BLACK INK** using **CAPITAL LETTERS**.
This Report is confidential and must not be returned to the applicants.

The applicant must submit one copy of this form to each of the referees nominated on the Application Form. These referees should be closely connected with the applicant's most recent academic work.

The *applicant* should complete Section 1 and the *referee* should complete Section 2 before returning the report to the address below.

Section 1 APPLICANT DETAILS (to be completed by the Applicant)

Title	Family Name	
<input type="text"/>	<input type="text"/>	
Given Names		
<input type="text"/>		
Postal Address		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>		
Home Telephone Number	Work Telephone Number	Mobile Telephone Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email address		
<input type="text"/>		
Degree sought		
<input type="text"/>		
Project Title		
<input type="text"/>		

Section 2 REFEREE'S DETAILS (to be completed by the Referee)

Title	Family Name
<input type="text"/>	<input type="text"/>
Given Names	
<input type="text"/>	
Position held	
<input type="text"/>	
Postal Address	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
Work Telephone Number	Email address
<input type="text"/>	<input type="text"/>
State briefly how you know the applicant	
<input type="text"/>	
If appropriate please indicate the predicted Honours or other result:	
<input type="text"/>	

Please cross appropriate boxes	Not observed	Below Average	Average	Very Good	Excellent
Ability to express ideas					
Command of spoken and written English					
Critical ability					
Initiative and motivation					
Perseverance in pursuing aim					
Ability to plan/complete work within a strict timeframe					
Command of techniques required for proposed research					

To assist in assessing the application, please indicate why you believe this applicant would be a suitable candidate for a higher degree research. Please indicate your level of support for receipt of a scholarship.

Referee's Signature

Date

RETURNING THIS FORM

Thank you for completing this form. Please return this form to:

Research Scholarships Development Officer
 Office of Research Services
 Penrith Campus, Building K.1.37
 University of Western Sydney
 Locked Bag 1797
 Penrith NSW 2751
 AUSTRALIA

Fax: +61 2 4736 0013
 Email: HDRscholarships@uws.edu.au

Information collected via this form will only be used by the University for the purposes for which it is being collected in accordance with the University's functions and activities. In some instances, information may need to be provided to external bodies such as UAC, DEST, other government agencies and the student associations. All information will be collected, stored, accessed, disseminated and destroyed in accordance with relevant privacy and records management laws and the University's policies and practices.

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**APPENDIX 1
Academic Referee's Report**

Important Information

Please complete the appropriate sections of this application in **BLACK INK** using **CAPITAL LETTERS**.
This Report is confidential and must not be returned to the applicants.

The applicant must submit one copy of this form to each of the referees nominated on the Application Form. These referees should be closely connected with the applicant's most recent academic work.

The *applicant* should complete Section 1 and the *referee* should complete Section 2 before returning the report to the address below.

Section 1 APPLICANT DETAILS (to be completed by the Applicant)

Title	Family Name	
<input type="text"/>	<input type="text"/>	
Given Names		
<input type="text"/>		
Postal Address		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>		
Home Telephone Number	Work Telephone Number	Mobile Telephone Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email address		
<input type="text"/>		
Degree sought		
<input type="text"/>		
Project Title		
<input type="text"/>		

Section 2 REFEREE'S DETAILS (to be completed by the Referee)

Title	Family Name	
<input type="text"/>	<input type="text"/>	
Given Names		
<input type="text"/>		
Position held		
<input type="text"/>		
Postal Address		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>		
Work Telephone Number	Email address	
<input type="text"/>	<input type="text"/>	
State briefly how you know the applicant		
<input type="text"/>		
If appropriate please indicate the predicted Honours or other result:		
<input type="text"/>		

Please cross appropriate boxes	Not observed	Below Average	Average	Very Good	Excellent
Ability to express ideas					
Command of spoken and written English					
Critical ability					
Initiative and motivation					
Perseverance in pursuing aim					
Ability to plan/complete work within a strict timeframe					
Command of techniques required for proposed research					

To assist in assessing the application, please indicate why you believe this applicant would be a suitable candidate for a higher degree research. Please indicate your level of support for receipt of a scholarship.

Referee’s Signature

Date

RETURNING THIS FORM

Thank you for completing this form. Please return this form to:

Research Scholarships Development Officer
 Office of Research Services
 Penrith Campus, Building K.1.37
 University of Western Sydney
 Locked Bag 1797
 Penrith NSW 2751
 AUSTRALIA

Fax: +61 2 4736 0013
 Email: HDRscholarships@uws.edu.au

Information collected via this form will only be used by the University for the purposes for which it is being collected in accordance with the University’s functions and activities. In some instances, information may need to be provided to external bodies such as UAC, DEST, other government agencies and the student associations. All information will be collected, stored, accessed, disseminated and destroyed in accordance with relevant privacy and records management laws and the University’s policies and practices.

- » All fields must be completed in order for this application to proceed for assessment.
» Please print clearly in BLOCK LETTERS

Do not use this form if:

- » you are a citizen of Australia or New Zealand or hold a permanent resident visa for Australia

UWS staff use only

Indicate at which event this application was collected:

Section A: Personal Details

Title: Mr Ms Mrs Miss Other: _____

Family Name (as stated on your passport):

First Name (as stated on your passport):

Preferred First Name or Alias:

Date of Birth (dd/mm/yyyy): ____ / ____ / _____

Gender: Male Female

Student address details in home country (This is your permanent address in your home country)

Street Address:

City:

Postcode:

Country:

Telephone:

Mobile:

Student address details in Australia (To be supplied if you are currently living in Australia)

Street Address:

City:

Postcode:

Telephone:

Mobile:

i We will contact you by email, post or telephone. However, the UWS preferred method of communication to you is via EMAIL to provide you with information relevant to your application such as updates, coming events, enrolment instructions and orientation activities.

i Your application cannot be processed without the student's personal email address.
Please do not substitute your representative's email address here.

Student's email address:

Section B: Your Application

Country of Citizenship (as stated on your passport):

Country of Birth:

Country of Permanent Residence:

Passport Number:

Are you currently studying in Australia? No Yes

If YES, please state your visa type (Please attach a certified copy of your visa): Student visa Temporary visa subclass:

Expiry Date (dd/mm/yyyy): ____ / ____ / _____

Have you previously applied to UWS? No Yes

Student Number:

Name of Course:

Year (dd/mm/yyyy): ____ / ____ / _____

Are you a current UWS student? No Yes

Representative's Contact Details (if applicable)

Representative's name:

Agent's Branch of submission:

Email:

Country:

Representative Stamp

i If you apply through a representative, you should ensure that your representative is registered with UWS to avoid delays in your application.
For details of representatives in your country go to www.uws.edu.au/international/representatives_worldwide

Section C: Course Preferences

You may list two courses in order of preference for assessment by UWS International Admissions. If you do not meet the requirements for the course of your first choice, your second preference will then be assessed. Before completing this section please refer to the International Postgraduate Prospectus, Fee Schedule or www.uws.edu.au/international/course_fees for the details requested below.

Preference ONE Course Name:			Specialisation:		
Campus: ____	Code: ____	Intake: ____	Year: ____		

Preference TWO Course Name:			Specialisation:		
Campus: ____	Code: ____	Intake: ____	Year: ____		

*Campus codes: **BA** Bankstown; **CA** Campbelltown; **HA** Hawkesbury; **PA** Parramatta; **PE** Penrith

^Intake codes: **FEB** Autumn session (February); **JUL** Spring session (July)

Section D: Interpreting and Translation applicants only

Interpreting and translation applicants must demonstrate advanced proficiency in English AND one of Arabic, Mandarin, Japanese or Spanish.

Please select the language you wish to study: Arabic Mandarin Japanese Spanish

If the language you wish to study is NOT your native language you MUST attach evidence of advanced proficiency in that language.

Section E: Research degree applicants only

You must contact one or more academics to discuss the possibility of supervision before you submit your application. You may be allocated another academic supervisor in your field, depending on the workload of your nominated supervisor(s). A list of research supervisors is on the web at www.uws.edu.au/research/prospective_candidates

Who have you contacted to discuss your proposed research?:
Have they informally agreed to supervise you? <input type="checkbox"/> Yes (please provide documents / evidence) <input type="checkbox"/> No <input type="checkbox"/> Unknown
Proposed thesis title:
<input type="checkbox"/> PhD <input type="checkbox"/> DBA <input type="checkbox"/> M(Hons) <input type="checkbox"/> Other:

Please attach the following information:		Have you attached?
Evidence of research experience	Briefly describe your relevant research experience.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Research output	Has your research been published? If YES, provide evidence of your research output.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Proposed research	Attach a brief research proposal (approx. two A4 pages) outlining the research you propose to undertake, noting the research question(s), the importance of this research and the proposed methodology.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Referees	Provide contact details of two academic referees who are familiar with your recent work. The University reserves the right to approach the referees personally if required.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Work experience and professional affiliations	Provide a copy of your CV explaining all your experience and how it relates to the proposed project.	<input type="checkbox"/> Yes <input type="checkbox"/> No

Section F: Academic Qualifications

Certified copies of academic qualifications indicating grades and awards received MUST be submitted with this application. If qualifications are in a language other than English, please also supply certified translated copies – see back of application form for details. Your application cannot proceed for assessment without these documents. Please note, a collection of result slips and/or downloadable web transcripts will not be accepted.

Current academic study (course yet to complete)

Are you currently enrolled in/studying a post-secondary (tertiary studies) academic qualification? <input type="checkbox"/> No <input type="checkbox"/> Yes (please complete the details below)	
Date commenced (dd/mm/yyyy): ____ / ____ / ____	
Name of qualification / award (e.g. Bachelor of Business):	Duration:
School / Institution:	Country / State:
Do you intend to complete this course? <input type="checkbox"/> No <input type="checkbox"/> Yes, expected date of completion (dd/mm/yyyy): ____ / ____ / ____	

Please submit your certified academic transcripts for every session and year you have studied in the course above with this application. Once you have completed the course, you will need to submit your final completion certificate or graduation award to UWS International Admissions.

Previous academic studies (Include details of all your previous academic qualifications. Please list your most recent qualifications first)

Name of qualification / award (e.g. Bachelor of Business)	Name of school / institution	Country / State	Duration (years)	Commenced (dd/mm/yyyy)	Completed (dd/mm/yyyy)

Section G: Application for English language and academic pathway programs at UWSCollege

Complete this section if you are also applying to study an academic pathway program and/or English Language pathway program at UWSCollege before your study at UWS. For details of fees, courses and start dates please refer to www.uwscollege.edu.au

English language pathway program selection The duration of your English course depends on your English level. All students without an official English test result (e.g. IELTS) are tested on arrival at the College.

Academic English for Tertiary Studies: <input type="checkbox"/> EAP How many weeks?:
Advanced Academic English Skills: <input type="checkbox"/> Module A: Reading and Writing (6 weeks) <input type="checkbox"/> Module B: Listening and Speaking (4 weeks) <input type="checkbox"/> Module A and B (10 weeks) <input type="checkbox"/> Other (please specify):
When do you want to start your English course? (dd/mm/yyyy) ____ / ____ / ____

Section H: English Language Proficiency

You must submit proof of your English language proficiency with this application.

Is English your first language? <input type="checkbox"/> Yes <input type="checkbox"/> No, my first language is:
--

Please indicate which of the following applies to you:

<input type="checkbox"/> I have completed / I intend to sit an English language proficiency test (IELTS / TOEFL). You must submit a certified copy of your IELTS or TOEFL results. Your English Language proficiency test must be no more than two years old at the time of commencement of the course in UWS.						
Date of IELTS / TOEFL test sat or to be taken (dd/mm/yyyy): ____ / ____ / ____						
Result (if known):	IELTS	Overall Score:	Reading:	Listening:	Writing:	Speaking:
	TOEFL	TOEFL Score:	+ TWE (Test of Written English) Score:			

<input type="checkbox"/> I intend to study an English language pathway program at UWSCollege. Please complete the following section F.
--

<input type="checkbox"/> I have been studying in Australia or in a country where English is an official language. If you are, or have been, studying in Australia, UWS will consider studies undertaken within the past two years in assessing English language proficiency. Please tick the qualification you have completed or are currently studying.			
<input type="checkbox"/> Senior secondary or year 12 qualification (e.g. HSC)	<input type="checkbox"/> University Pathway Program (e.g. UWSCollege)		
<input type="checkbox"/> Tertiary study in Australia (e.g. Bachelor or Diploma studies)	<input type="checkbox"/> Secondary or tertiary study in a country where English is an official language		
<input type="checkbox"/> Other	Name of course:	Name of Institution:	
Country:	Duration:	Start Date: ____ / ____ / ____	Completion Date: ____ / ____ / ____

If you do not meet UWS English language requirements, you may automatically be considered for an English language pathway program at UWSCollege. If this is the case, you will be given a package offer from UWS and UWSCollege.

Please note, for visa application purposes, the Australian Government may require proof of English proficiency and may only accept IELTS. For more information please refer www.immi.gov.au/students

Section I: Academic credit / advanced standing for previous study

Do you wish to apply for advanced standing from previous study? Yes No Unknown

Please download the Advanced Standing Application form at www.uws.edu.au/international/credit.html
You must include this form and certified documentation (as advised on the form) with your application.

Section J: Scholarships and Sponsorships

Have you been granted a scholarship? Yes No

Are you being sponsored? Yes No

If yes, please give the name of the scholarship / sponsoring organisation:

Duration of scholarship / sponsorship:

Course/s being sponsored (e.g. English + Pathway + UG/PG):

Contact person of the scholarship / sponsorship organisation:

If you've received the scholarship / sponsorship, please attach a certified copy of the document.

Section K: Application Fee Payment

The application of AUD\$100 has been paid by (please tick one):

<input type="checkbox"/> Internet payment	Receipt no: _____ (Internet payment can be made at: http://ipay.uws.edu.au/intro.asp)
<input type="checkbox"/> Telegraphic transfer	from an overseas account or bank transfer in Australia. A copy of the transfer must be attached to this application form.
<input type="checkbox"/> Bankdraft / money order	Account name: University of Western Sydney BSB number: 062000 Account number: 13434939 Bank details: Commonwealth Bank, 48 Martin Place, Sydney NSW 2000 Australia. Swift code: CTBAU2S
<input type="checkbox"/> Credit card	I authorise the deduction of AUD\$100 application fee from the following credit card account (please tick): <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard Credit card number: _____ Card holder's name: _____ Expiry Date (mm/yy): ____ / ____ Card holder's signature: _____ Date (dd/mm/yyyy): ____ / ____ / ____ Email: _____ Student's name: _____ SID: (office use only) _____

APPLICATION FEE WAIVED FOR 2012

Section L: Work experience / employment history and professional associations

Some courses require 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, description of duties performed, duration of your employment, the full name, title and signature of the author of the letter.

Employer: _____	Position: _____
From (dd/mm/yyyy): ____ / ____ / ____	To (dd/mm/yyyy): ____ / ____ / ____
List any membership of professional associations:	
Have you attached the form? <input type="checkbox"/> Yes <input type="checkbox"/> No, work experience is not a mandatory criteria for my course	



Section M: Declaration and signature

1. I wish to be considered for entry to the course listed above, and declare that all the information submitted on this application form is correct and complete.
2. I authorise the University of Western Sydney to obtain official records from any educational institution previously attended by me.
3. I clearly understand and accept that enrolment in the University of Western Sydney will require compliance with the provisions established by the Australian Government for fee-paying overseas students, which include the following:
 - 3a. Temporary entry to Australia, if granted, will be for study purposes only.
 - 3b. To be accepted to study at the University of Western Sydney, I must have at least the minimum academic and English language requirements for the course.
 - 3c. I will be permitted to continue my study in Australia only if I make satisfactory progress in my course.
 - 3d. I undertake to inform the University of my Australian residential address and telephone number at enrolment.
I will advise the University of any changes to these details while enrolled at the University of Western Sydney.
 - 3e. I am to return home on the completion of my study or at the expiration of my temporary entry permit, and I understand that temporary entry as a student confers no right of permanent residence in Australia at a later date.
4. I undertake to pay the prescribed tuition fee for which I am liable, and am aware that failure to pay the charge when it becomes due means that I will not be permitted further temporary stay in Australia to pursue the studies which attracted the charge.
5. I understand I will be required to pay compulsory school fees for any children accompanying me to Australia who are aged between 6 and 15 years.
6. I understand that the University of Western Sydney reserves the right to vary any decision regarding admission or enrolment made on the basis of incorrect or incomplete information.
7. Should I be found ineligible for admission to either of the courses nominated on the front of this application, I authorise UWS to assess my eligibility for a university pathway course.
8. The information provided by me to the University of Western Sydney may be made available to Commonwealth and State agencies, pursuant to obligations under the ESOS Act 2000 and National Code. http://aei.gov.au/AEI/ESOS/NationalCodeOfPractice2007/National_Code_2007_pdf.pdf
9. FEES For information regarding Fees please refer to our website at www.uws.edu.au/international/course_fees
10. REFUND POLICY For information regarding the Refund Policy please refer to our website at www.uws.edu.au/international/feepol

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

Signature of applicant (not agent)

Date (dd/mm/yyyy): ____ / ____ / ____

Parent/Guardian signature of applicant (for students under the age of 18 at time of application, the signature of a parent or guardian is required)

Date (dd/mm/yyyy): ____ / ____ / ____

I grant UWS College permission to provide my parent(s), and agents or guardian(s), if requested, with any information pertaining to my application to study, ongoing academic progress, results and attendance. Yes No

Section N: Have you...

- provided your email address and phone number on the front of this application
- attached certified copies of ALL required documentation
- attached English translations of ALL required documentation
- signed the declaration

Section O: How did you hear about UWS?

- Agent Education institution
- Family / Friend Australian Embassy / High Commission
- Advertisement Education exhibition / interview program
- Other, please specify:

Certification of documentation

Documents can be certified by any of the following:

- » a UWS International Officer
- » a contracted agent of UWS
- » a Student Centre Officer at UWS
- » the Administration office or official Records Department of the institution which originally issued the document/s
- » an Australian Overseas Diplomatic Mission
- » a Bank Manager/Senior Police Officer (Australia only)
- » a Solicitor/Attorney/Notary Public
- » a Justice of the Peace

The Certifying Officer must print 'this is a true copy of the original document sighted by me'. They should also record their name, contact address, telephone number, profession or occupation or organisation, date verified and then sign the document. The Certifying Officer should include the official stamp or seal of the certifier's organisation on the copy, if the organisation has such a stamp.

Warning: It is an offence to submit fraudulent documentation in support of an application. Where fraudulent documents are detected the application will be rejected, any offer of enrolment will be withdrawn and any student already studying at UWS will have their enrolment cancelled. The matter may be reported to ICAC (Independent Commission Against Corruption), the police, and DIAC (Department of Immigration and Citizenship).

Lodging your application

Please forward your application to:

UWS International Admissions
University of Western Sydney
Building ES, Parramatta campus
Locked Bag 1797
Penrith 2751 NSW
AUSTRALIA

Or email your application to uwsadmissions@uws.edu.au

Please note:

- » Satisfying minimum entry requirements does not guarantee admission.
- » You will be advised by mail of the result of this application as soon as possible.
- » If submitting documents by email, you will need to supply certified copies of original documents on request.

Students with disabilities

If you need extra help due to a disability while you are studying at the University, please provide a brief statement outlining your needs on a separate piece of paper. This information will be confidential and will not affect your admission to the area of study for which you are applying.

INTENTIONALLY LEFT BLANK

International Student Application Declaration

With the Australian Government's recent review of the student visa program, UWS has been approved as an 'eligible university' for participation in the Streamlined Visa Processing (SVP) arrangement.

To be eligible for streamlined visa processing, you must be a genuine student and fulfil the genuine temporary entrant requirement. For the duration of your study, you must also have access to funds to cover your tuition fees, living expenses, Overseas Student Health Cover (OSHC), student services amenities fees, school costs for any school-aged dependents and travel costs. See www.diac.gov.au/students/students/573-0/

The International Student Application Declaration Form verifies genuine temporary entrant and financial requirements and must be completed as part of your application to the University of Western Sydney.

- » All questions must be completed in order for your application to proceed for assessment.
- » Please print clearly in BLOCK LETTERS

1. Are you over the age of 18 years? (If you answered no, your parent or legal guardian must complete and sign this form).	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Have you ever studied at an Australian university before? (If yes, please provide details, including a certified copy of your academic transcript)	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Have you been refused a visa from any country including Australia for any reason? (If the answer is YES, please provide full details and copies of any documents) _____ _____ _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Have you ever had an Australian visa or visa from another country revoked or cancelled for any reason? (If the answer is YES, please provide full details and copies of any documents) _____ _____ _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Are any family members of yours travelling to Australia with you? If yes, please provide their names and their relationship to you _____ _____ _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. I understand that where I enter Australia under streamlined visa processing, I am required to return home after the completion of my studies or upon completion of the applicable post-study work visa period. See DIAC Genuine Temporary Entry Requirement at www.diac.gov.au/students/students/573-4/eligibility-student.htm	<input type="checkbox"/> Yes <input type="checkbox"/> No
7. Do you have any relatives (including a spouse, parents or children) currently living in Australia? If yes, are they Australian citizens or permanent residents or do they currently hold other visas? _____ _____ _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
8. Have you read and familiarised yourself with the course structure as outlined on the University website? UWS Course Search Function – http://handbook.uws.edu.au/hbook/course_search.aspx	<input type="checkbox"/> Yes <input type="checkbox"/> No
9. Is this course relevant to what you have studied before?	<input type="checkbox"/> Yes <input type="checkbox"/> No
10. If this course is not related to your previous studies, is this course related to your current or intended career? If yes, please provide details of your current or most recent employment. _____ _____ _____ _____	<input type="checkbox"/> Yes <input type="checkbox"/> No

11.	How would the course benefit you upon return to your home country?	
	<input type="checkbox"/> increased salary <input type="checkbox"/> promotion <input type="checkbox"/> professional recognition <input type="checkbox"/> better career opportunities <input type="checkbox"/> other (please specify)	
12.	Have you read and understood the financial requirements to cover yourself and any family members travelling with you for the duration of your stay in Australia for living costs, tuition costs and school costs for any school-aged children?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Financial costs (living costs, tuition costs and school costs) – www.uws.edu.au/international/fees	
13.	Do you have access to funds to cover your tuition costs, you and your family's accommodation and other living costs, schooling costs for any school-aged children and travel costs to and from Australia?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes, please choose the source of funding and provide evidence of that source of funding: <input type="checkbox"/> parents <input type="checkbox"/> other relative(s) in home country <input type="checkbox"/> bank loan <input type="checkbox"/> employers <input type="checkbox"/> relative(s) in Australia <input type="checkbox"/> scholarships <input type="checkbox"/> other (please specify)	
14.	Have you read and understood the information and conditions about applying for an Australian student visa? See www.diac.gov.au/students	<input type="checkbox"/> Yes <input type="checkbox"/> No

I, _____ declare that the information I have provided above is accurate and complete. I declare that I understand that the University of Western Sydney is relying on information provided by me to assess my application for admission.

I undertake to notify the University of Western Sydney if there is any change to my circumstances that means that the information supplied above is no longer accurate or complete.

I also acknowledge that it is a condition of this application that I provide any written consents necessary to enable the University or its agent to verify independently any information supplied by me in relation to this application.

Signature	Date

Agent's certification (if applicable)

I, _____ confirm that the student above has been counselled with regards to the questions in this checklist.

Signature	Date

UWS International
University of Western Sydney
Locked Bag 1797
Penrith NSW 2751 Australia
uwsadmissions@uws.edu.au
www.uws.edu.au/international

i If you apply through a representative, you should ensure that your representative is registered with UWS to avoid delays in your application.
For details of representatives in your country go to www.uws.edu.au/international/representatives_worldwide