



POSTGRADUATE COURSE APPLICATION FORM

1. PERSONAL DETAILS (USE BLOCK LETTERS)

Title: Mr Mrs Ms Miss Other Gender: Male Female

Family Name*

First Name*

**As shown in passport, (if applicable).*

Former Family Name (if applicable) Date of Birth: d d m m y y y y

Have you previously made an application to undertake or been enrolled in a course at the Wollongong College Australia or University of Wollongong?

Yes No If YES, please give your student number

Are you an Australian citizen* Yes No This application submitted by:



Are you Aboriginal or a Torres Strait Islander? Yes No

Are you a Permanent Resident of Australia?* YES. Date of Permanent Residency: d d m m y y Permanent visa category

NO

Citizenship

Country of Birth: Current country of residence (if different from country of birth)

**Certified proof of citizenship or permanent residency will be required prior to enrolment.*

Mailing address

PO Box or Street Address

Suburb/Town

State/Province Postcode

Country

Telephone Country Code Area Code Number

Mobile

Facsimile Country Code Area Code Number

Home address (if different from mailing address)

PO Box or Street Address

Suburb/Town

State/Province Postcode

Country

Telephone Country Code Area Code Number

Mobile

Facsimile Country Code Area Code Number

Prior to enrolment correspondence will normally be sent to your email address, if applicable.

Email

Email

2. COURSE APPLICATION

1st Preference Course Name Specialisation

2nd Preference Course Name* Specialisation

**Your second preference will only be considered if unsuccessful with your first choice.*

When do you wish to commence the degree course? (please nominate year and tick session) Year: Full-time Part-time #

#Not available to international students.

Do you wish to be offered a Commonwealth supported place if one is available in this course? Yes No

WOLLONGONG: Autumn session (feb) Spring session (Jul) Summer session (Dec - if available)

SYDNEY: Intake A (Jan) Intake B (Apr) Intake C (Jul) Intake D (Sep)

LOFTUS[†], BATEMANS BAY[†], BEGA[†], MOSS VALE[†]: Intake A (Jan) Intake B (Apr) Intake C (Jul) Intake D (Sep)

SHOALHAVEN: Autumn session (Feb) – Graduate Diploma in Education (Primary)

Intake A (Jan) Intake B (Apr) Intake C (Jul) Intake D (Sep)

DISTANCE: A limited number of courses are offered by distance education

† Not available to international students – limited availability of courses at these locations. Course listings by campus are available on CourseFinder: coursefinder.uow.edu.au

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3. ENGLISH LANGUAGE PROFICIENCY

Is English your first language? Yes No If your first language is not English, please continue

I have completed at least one of the following within the last two years (documentary evidence, including original copies of results, must be attached)

A certificate of English proficiency obtained in the last two years (eg IELTS or TOEFL)

IELTS (ACADEMIC)	Year	Overall score	Reading	Writing	Listening	Speaking
	Year	Computer test score	Essay rating	Paper test score	TWE Score	
TOEFL	Year	Overall score	Reading	Writing	Listening	Speaking
TOEFL Internet based	Name of test				Year	Score
OTHER					Country	Duration (years)

Tertiary studies in another country where English is the official language

For full information regarding UOW's English language requirements, including qualifications conducted in English, please visit: www.uow.edu.au/prospective/international/english

If you do not meet UOW's English requirements are you interested in studying English in the Wollongong College Australia? Yes No
If yes, visit the WCA website at www.wca.uow.edu.au for information on the programs available.

4. ACADEMIC BACKGROUND

Please list your highest secondary qualification and all tertiary education qualifications, including any currently being undertaken.

QUALIFICATION/AWARD	SCHOOL/INSTITUTION	COUNTRY	DURATION	DATE COMPLETED
				d d m m y y y y
				d d m m y y y y
				d d m m y y y y
				d d m m y y y y

5. EMPLOYMENT DETAILS

Some courses require details of your relevant employment history to support your application.

EMPLOYMENT DATES (___ TO ___)	FULL-TIME OR PART-TIME	EMPLOYER NAME AND LOCATION	POSITION TITLE

If work experience is required for entry to the program for which you are applying, please attach the following:

- Details of previous positions held including a general description of duties and responsibilities, key achievements within the role, the number of persons who report(ed) to you and the number of hours worked (if employed on a part-time basis).
- Two signed referee reports on company letterhead confirming your employment, duration and position from relevant employers, including their position, contact details, telephone number and email address. The University may contact referee/s to confirm employment details.

6. CERTIFICATION OF DOCUMENTS

Certified copies of academic marksheets, transcripts and evidence of course completion must be provided. Details of required acceptable certification authorities for international students can be found at: www.uow.edu.au/prospective/international/applying/UOW005149.html

If you are in Australia, photocopies of documents can be certified by a Justice of the Peace, police officer, post office manager or person holding a similar professional position. The above website provides further examples of acceptable authorities. The person certifying the document must: print their name, contact number, occupation and date verified; write "This appears to be a true copy of the original document sighted by me"; affix an official organisation stamp, if available; and sign each copy. Please note that any documents sent with your application cannot be returned.

The University of Wollongong attempts to ensure that the information contained in this form is correct at the time of production (August 2008). However sections may be amended without notice by the University in response to changing circumstances or for any other reason. Applicants should check with the University at the time of application/enrolment whether any later information is available. University of Wollongong CRICOS: 00102E. Wollongong College Australia is a registered business name of ITC Education Limited ABN 14 105 312 329. CRICOS No. 02723D.

7. SPECIAL REQUIREMENTS

Some courses require submission of additional documentation. Details of these additional requirements can be found by selecting your course on the UOW CourseFinder at coursefinder.uow.edu.au or as detailed in the relevant UOW postgraduate prospectus.

Areas of study which require additional documentation include:

- All Creative Arts courses
- Journalism
- Psychology
- Nutrition and Dietetics
- Exercise Science and Rehabilitation
- Nursing
- Graduate Diploma in Education;
- Graduate Diploma in Adult Education

8. OTHER IMPORTANT INFORMATION FOR APPLICANTS

1. Privacy and Disclosure Statement, Commonwealth Informed Consent Statement visit: www.uow.edu.au/prospective/international/applying/UOW005150.html
2. Change of Name If you have changed your name since undertaking matriculation or tertiary level examinations, or if any of your documents show a name which is different from the one that you have used on this application form, then you must present certified documentary evidence of the change (marriage certificate, deed poll, statutory declaration).
3. Applicants with special needs. If you have a disability and require advice or assistance with your studies, please contact the Disability Liaison Officers, telephone +61 2 4221 3445 or online www.uow.edu.au/student/services/ds
4. Declaration and signature. This application form must be signed by the applicant.

9. APPLICATION FEE \$A75 – INTERNATIONAL STUDENTS

Applications submitted by international applicants for postgraduate coursework programs (ie Graduate Certificate, Graduate Diploma or Masters by coursework) must be accompanied by an application fee of \$A75, (non-refundable), inclusive of GST. Currently enrolled UOW students are exempt from this fee.

The fee applies to all applications either direct to the University or through an overseas representative. Credit card details, or a bank cheque made payable to "UOW — ITC Ltd" must be included with the application form. This fee covers application to two courses, either as preference 1 and 2 on the original application or as two separate applications. An additional application fee will be payable upon submission of an application for a third course. The fee is not applicable to Wollongong College Australia programs, Bachelor degrees, Study Abroad programs or research degrees.

Application fee payment method:

Enclosed is a cheque for \$AUD75.00

OR

Please debit my credit card for \$AUD75.00 (please tick the appropriate box)

Mastercard

Visa

Bankcard

Card No.

Name of cardholder

SIGNATURE of cardholder

Expiry date:

9. DECLARATION AND SIGNATURE

PRIVACY AND DISCLOSURE

1. I declare that all the information I have given in this application is true and correct.
2. I declare that the signature on this form is my signature, and has not been signed on my behalf by another person, including my agent or sponsor.
3. I agree to tell Wollongong College Australia/University of Wollongong (UOW) immediately if there is any change to the information I have given in this application.
4. I understand UOW may vary or reverse any decision made on the basis of incorrect or incomplete information which I or my agent/sponsor may have provided.
5. I declare that I have not been excluded or subject to disciplinary action at any tertiary institution.
6. I understand that UOW may obtain official records from any educational institution I have previously attended.
7. I authorise any institution or organisation named on any document provided as evidence of my qualifications or work experience OR which are named in section 3, 4 or 5 of my application, to release to UOW any personal information which they may hold about me for the purpose of verification of my supporting documents.
8. I authorise the UOW to release any personal information they may hold about me to any other educational institution which is seeking to verify my student conduct or academic record for the purpose of determining my eligibility for admission to, or enrolment at, that institution.
9. I understand that any information provided to the University may be made available to Australian Commonwealth and state government departments and agencies, pursuant to UOW's obligations under Australian or state law, including the ESOS Act 2000 and the National Code. This information may also be made available to any company or organisation in which the UOW arranges a private or public work placement or practicum. This information includes, but is not limited to, changes to my enrolment and any breach of a student visa condition relating to attendance or satisfactory academic performance.
10. I understand and accept the terms and conditions in the UOW Privacy and General Consent and Disclosure Statement and the Commonwealth Informed Consent Statement which can be viewed at www.uow.edu.au/prospective/international/applying/UOW005150.html
11. By nominating an agent, as listed in the "contact address for correspondence", to represent me in my application to UOW, I agree to the release of all information relating to my application and subsequent enrolment at UOW to my nominated agent, until such time as this nomination is revoked by me in writing.
12. If the payment for my course is made by a sponsor (a third party paying my tuition fees or nominated by me as my sponsor), I agree to the release of all information to my sponsor regarding my application and subsequent enrolment including my subject results, progress reports, and enrolment details (including contact details).

TRANSFER FROM ANOTHER EDUCATION INSTITUTION IN AUSTRALIA

13. I agree to advise UOW of any studies that I am undertaking or will undertake at any period with another provider which coincides with a period of study I am applying to undertake or undertake at UOW. I understand that should I have obligations to another provider UOW is unable to offer me enrolment. I understand that I must present any documents requested by UOW to confirm my status.

CANCELLATION AND REFUNDS

14. I have read and understand the UOW's Cancellations and Refund Policy at www.uow.edu.au/about/policy/FeesPolicy.pdf

VISA OBLIGATIONS

15. As the holder of a student visa, I understand and agree to abide by the requirements of the student visa, including, but not limited to the following:
 - I understand that if I have a school-aged dependant, I will be required to pay full fees if enrolled in either a government or non-government school
 - I must enrol in a study pattern that allows me to complete my course within the course duration set on my Confirmation of Enrolment (COE)
 - I agree to advise UOW on arrival of my address and telephone number in Australia and of any change in my contact details
16. If I am not the holder of a student visa, I understand that it is my responsibility to ensure that the visa I hold permits me to undertake the program of study in which I enrol at UOW.

WHILE YOU ARE ENROLLED AT THE UNIVERSITY

17. I agree to be bound by all the Rules and Regulations and any relevant policies of UOW.
18. I understand that I am fully responsible for my education and living expenses while studying at UOW.

APPLICABLE LAW

19. I understand that these terms are governed by the laws of New South Wales and I agree to submit to the non-exclusive jurisdiction of the courts of New South Wales. CONSENT: I hereby undertake to abide by the University of Wollongong Act 1989 and with the By Laws and Rules of the University. I understand that UOW may have a need to verify the information I have supplied and thus it may exchange data with other institutions for this purpose. I further understand that UOW deals with regulatory bodies and also includes a number of separate entities, any of which may be granted all or part of this information to assist students in their work at UOW.

WARNING: It is an offence to submit fraudulent documentation in support of a Course Application. Where fraudulent documents are detected the application will be rejected; any offer of enrolment will be withdrawn; and the matter may be reported to ICAC; the Police; and DIAC.

Applicant's signature

Date

Unsigned applications will not be processed. Applications must be signed by the applicant personally. A third party must not sign on the applicant's behalf.

RETURN APPLICATION TO:

Postal Address

UniAdvice, Building 36
University of Wollongong
NSW 2522 AUSTRALIA
OR
submit to a UOW representative
in your country

FURTHER ENQUIRIES

Within Australia

Telephone 1300 FOR UOW (1300 367 869)
Facsimile (02) 4221 3233
Email uniadvice@uow.edu.au
Web www.uow.edu.au

International

Telephone +61 2 4221 3218
Facsimile +61 2 4221 3233
Email uniadvice@uow.edu.au
Web www.uow.edu.au/prospective/international

Office
use only

Family name

Given name

Student number

Application
number

A

OFFICE USE ONLY

Academic unit to complete

1. Is admission recommended: Yes No

2. For the degree of:

3. Commencing year: Session: Aut Spr Sum
Intakes: A B C D

4. Type of program? Grad Cert Grad Dip Pass Masters
Credit Points in this program? 24 48 72 84 96 Other

Comments: (should the candidate not meet the entry requirements please provide reasons for your recommendations)

Faculty/UniAdvice approval

Approved Signature Date

(please print name)

1st Offer:

Code	Dept	CBK	DEF
Ad basis	Major	ENG	UQA
Status	CPs	OJPF	QTT
Letter	Length	OPR	USC
Year	FT/PT	OTR	
Session	Sess fee	RCO	

Other comments:

Checked by:

2nd Offer:

Code	Dept	CBK	DEF
Ad basis	Major	ENG	UQA
Status	CPs	OJPF	QTT
Letter	Length	OPR	USC
Year	FT/PT	OTR	
Session	Sess fee	RCO	

Other comments:

Checked by:

Previous qualifications:

Academic

English language

Comments

WCA English offer

Course code	Length
Course	Start date
Status	Finish date
Admission basis	