

COURSEWORK PROGRAMS 2016 APPLICATION FORM

International student application for admission to coursework programs.
 To apply for a course at our Sydney Campus, fill out the application form at:
latrobe.edu.au/sydney/apply-now

Read this application carefully.

Complete all sections and ensure that supporting (certified) documents are attached.

Write in BLOCK LETTERS using a blue or black pen. **Tick where applicable.**

Personal details as shown on your passport

Have you previously enrolled at La Trobe University? ☐ Yes ☐ No If yes, please provide your student number

☐ Male ☐ Female Title ☐ Mrs ☐ Ms ☐ Miss ☐ Mr ☐ Dr Date of birth / /

Family name Given name(s)

Student's current personal address

Number and Street

Suburb/Town City/State

Country Post/Zip code

Telephone | | Mobile/Cell phone | |

Student's email (compulsory)

Residency information

Country of birth

Citizenship Passport number (if available)

Are you currently living in Australia? ☐ Yes ☐ No If no, country where you are living

Agent details (if applicable)

Agency name Email

Branch address and country

Declaration by agent:

- I have assessed the applicant as a Genuine Temporary Entrant and a Genuine Student as defined by the Australian Department of Immigration and Border Protection (DIBP).
- The applicant is genuine in making this application and has every intention of completing all programs listed in the application.
- I have made every effort to verify the authenticity and validity of the documents which form part of this application.

☐ **Tick to confirm**

Agency signature

Agent stamp

Course preferences

List the course/s that you would like to study at La Trobe University in order of preference.

Pref.	Name of course	Campus	Preferred start date*	Year
1		<input type="radio"/> MEL <input type="radio"/> B <input type="radio"/> AW <input type="radio"/> MIL <input type="radio"/> SHP <input type="radio"/> C <input type="radio"/> F	<input type="radio"/> S1* <input type="radio"/> S2* <input type="radio"/> Other	
2		<input type="radio"/> MEL <input type="radio"/> B <input type="radio"/> AW <input type="radio"/> MIL <input type="radio"/> SHP <input type="radio"/> C <input type="radio"/> F	<input type="radio"/> S1* <input type="radio"/> S2* <input type="radio"/> Other	
3		<input type="radio"/> MEL <input type="radio"/> B <input type="radio"/> AW <input type="radio"/> MIL <input type="radio"/> SHP <input type="radio"/> C <input type="radio"/> F	<input type="radio"/> S1* <input type="radio"/> S2* <input type="radio"/> Other	

Campus: MEL=Melbourne (Bundoora), B=Bendigo, AW=Albury-Wodonga, MIL=Mildura, SHP=Shepparton, C=City, F=Franklin Street

*Preferred start date: S1 = Semester 1 (March), S2 = Semester 2 (July)

- Note: depending on demand and availability you may be offered a place at a different campus.
- Places will be allocated as soon as your application is received. You can change your course preference without incurring a fee only once.
- After a course offer has been issued, subsequent changes incur a non-refundable AUD\$80 fee.

Advanced Standing (credit) transfer

Are you seeking Advanced Standing (credit) for previous studies? ☐ Yes ☐ No

If yes, **you must attach** detailed syllabus or curriculum for Advanced Standing (credit) to be assessed.

This must include course content, assessment mode, contact hours, prescribed texts, etc.

Visa information

Are you a permanent resident of Australia? ☐ Yes ☐ No

If yes, you will be required to apply as a domestic student. See: latrobe.edu.au/school/apply

Current Australian visa number as shown on your visa label (if applicable)

Visa type ☐ Student ☐ Visitor ☐ Spouse

Subclass number

Expiry date

d	d	/	m	m	/	y	y
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☐ Other Visa type (please specify):

If you hold a current passport and/or an Australian visa, you **must** include a copy with this application.

Have you previously visited or studied in Australia? ☐ Yes ☐ No If yes, please provide details:

Have you previously breached any visa conditions? ☐ Yes ☐ No If yes, please provide details:

Have you ever been refused a visa for entry into Australia or a country other than Australia? ☐ Yes ☐ No If yes, please provide details:

Have you ever been convicted of a crime or offence? ☐ Yes ☐ No If yes, please provide details:

Please note your family immigration history:

Are you married? ☐ Yes ☐ No

Date of marriage

d	d	/	m	m	/	y	y
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Is your spouse currently in Australia? ☐ Yes ☐ No If yes, what visa type does your spouse have?

Visa expiry date

d	d	/	m	m	/	y	y
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Will your spouse/dependants (children) accompany you during your education in Australia? Tick all that apply: ☐ Spouse ☐ Dependants ☐ No

Please provide details of all your dependants including their date of birth:

Full name

Date of birth

d	d	/	m	m	/	y	y
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Full name

Date of birth

d	d	/	m	m	/	y	y
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Full name

Date of birth

d	d	/	m	m	/	y	y
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If you have more than three dependants, attach a separate sheet with any remaining dependant's details.

English language proficiency

Is English your first language? ☐ Yes ☐ No If no, what is your first language?

Was English the language of instruction during the final year of your secondary studies? ☐ Yes ☐ No Year completed:

Was English the language of instruction during your post-secondary studies? ☐ Yes ☐ No Year completed:

Have you taken or will you be taking an English Test? ☐ Yes ☐ No

Name of test (if completed)

Date of test

d	d	/	m	m	/	y	y
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Location (city and country)

Result

Test Reference Number (if known)

Are you enrolling for an ELICOS program? ☐ Yes ☐ No What is the duration of this program?

Please note: some courses have higher English language requirements. La Trobe University also accepts other English language tests.

See: latrobe.edu.au/international/apply

Educational background and qualifications

Documentary evidence of qualifications claimed **must be attached**, including a full academic transcript (statement of results and evidence of successful completion). Documents not in English must be accompanied by certified translations. Also describe any current studies you are undertaking. **Please note that documents submitted with your application become the property of La Trobe University and are not returnable.**

1. Current studies – List details of current studies

Date enrolled (month/year) <div> <div>m</div><div>m</div> / <div>y</div><div>y</div> to <div>m</div><div>m</div> / <div>y</div><div>y</div> </div>		Name of qualification (including main field of study)	Date your results will be available (month/year) <div> <div>m</div><div>m</div> / <div>y</div><div>y</div> </div>
Institution		Country	
Will you complete your current studies prior to the commencement of your proposed La Trobe University program? <input type="radio"/> Yes <input type="radio"/> No			
Have you ever been excluded from an academic institution? <input type="radio"/> Yes <input type="radio"/> No If yes, provide details below: <div> <div></div> </div>			

2. Previous studies – List details of the secondary school or foundation studies you have completed

Date enrolled (month/year) <div> <div>m</div><div>m</div> / <div>y</div><div>y</div> to <div>m</div><div>m</div> / <div>y</div><div>y</div> </div>		Name of qualification (including main field of study)	
Institution		Country	

3. Completed post-secondary (tertiary studies) – List details of the post-secondary studies you have completed, from lowest to highest qualification gained (e.g. Certificate, Diploma, Bachelor, Master's)

Date enrolled (month/year) <div> <div>m</div><div>m</div> / <div>y</div><div>y</div> to <div>m</div><div>m</div> / <div>y</div><div>y</div> </div>		Name of qualification (including main field of study)	
Institution		Country	

Date enrolled (month/year) <div> <div>m</div><div>m</div> / <div>y</div><div>y</div> to <div>m</div><div>m</div> / <div>y</div><div>y</div> </div>		Name of qualification (including main field of study)	
Institution		Country	

Date enrolled (month/year) <div> <div>m</div><div>m</div> / <div>y</div><div>y</div> to <div>m</div><div>m</div> / <div>y</div><div>y</div> </div>		Name of qualification (including main field of study)	
Institution		Country	

4. Employment history – You must attach a CV (curriculum vitae) or resume with relevant work experience (if applicable to the program you are applying for).

Employer's name	From	To	Position and type of work

Living costs

For a guide to living costs, visit: latrobe.edu.au/international/living/costs

Do you understand the costs associated with studying in Australia? ☐ Yes ☐ No
 (including the costs of tuition, living expenses, OSHC, return airfares etc.)

How are you funding your study and living costs? (choose more than one if applicable):

- ☐ self-funded
☐ family-funded
☐ sponsored by government/organisation/company
☐ bank loan (please provide proof with this application of employment and income, bank statements and loan letters)
☐ other (please specify):

Check list

- If you have packaged your La Trobe University degree with a program offered at an approved La Trobe University packaging partner institution, are you aware of the progression conditions and requirements?
☐ Yes ☐ No ☐ Not applicable (N/A)
- Does your course selection correspond with your academic and/or professional background?
☐ Yes ☐ No ☐ N/A
If no, state reasons for your course selection (or attach a statement outlining your reasons):

- Do you understand the career outcomes, structure and delivery mode of the course/s?
☐ Yes ☐ No
- Do you understand that La Trobe University and/or an authorised packaging partner institution will not pay your tuition fees or living expenses if you are unable to fund your stay in Australia and that La Trobe University may cancel your enrolment and CoE which may change your student visa status?
☐ Yes ☐ No
- Are you aware of your work rights and restrictions while studying in Australia on a student visa?
☐ Yes ☐ No
- Have you provided us with all of your education and employment history?
☐ Yes ☐ No
- Do you understand that your visa application may be rejected if the Department of Immigration and Border Protection (DIBP) is not satisfied that you are a genuine student, and if you do not pass their health and character checks?
☐ Yes ☐ No
- Do you understand that DIBP may cancel your visa if you do not abide by your visa conditions? Visit: latrobe.edu.au/students/new-students/international/visa
☐ Yes ☐ No
- Have you answered all questions?
☐ Yes ☐ No
- Have you attached original or certified copies of all necessary documents?
☐ Yes ☐ No
- Have you attached certified English translations of documents not in English?
☐ Yes ☐ No
- If applying for Advanced Standing (credit), have you attached syllabus/curriculum details (e.g. handbook entry)?
☐ Yes ☐ No
- Have you signed and dated the application?
☐ Yes ☐ No
- Have you kept a personal copy of all documents?
☐ Yes ☐ No

Declaration and agreement

- I am not a permanent resident or citizen of Australia, nor a citizen of New Zealand.
- I am aware of the conditions relating to my admission into La Trobe University.
- I declare to the best of my knowledge that the information supplied on this application form and all supporting documentation is correct and complete, and that any supplementary application documents (personal statement, folio or additional requirements) are my own work. I acknowledge that La Trobe University reserves the right at any stage to vary or reverse any decision regarding admission or enrolment which has been made on the basis of incorrect, fraudulent or incomplete information. I also acknowledge that failure to disclose my full academic record may result in the University revoking an offer or terminating my studies at any stage. I authorise the University to seek verification of my academic and professional qualifications, and work experience.
- The University also reserves the right to vary courses, subjects, the mode of delivery, assessment and admission requirements at any time at its discretion.
- I acknowledge La Trobe University places restrictions on program and institution transfers and that I may not be permitted to change my program or institution without permission.
- I consent to the University using and disclosing my personal information under the conditions relating to the Refund Policy as set out at: latrobe.edu.au/international/fees
- Information I have provided on this form and during enrolment may be made available to the Australian Government, state agencies and other designated authorities under the ESOS Act 2000 and the National Code 2007. Information about me can be disclosed without my consent where authorised or required by law. I further understand that La Trobe University, as an education provider, is required to provide information about my enrolment and my contact details in Australia to the Department of Immigration and Border Protection (DIBP) upon request. I understand that the University reserves the right to inform other tertiary institutions and regulatory agencies if any of the material presented to support my application is found to be false. If sponsored by a government body or private institution, I give La Trobe University permission to provide my sponsor with information about my application, enrolment and academic progress.
- If I am unsuccessful in getting direct entry into my degree program, La Trobe University will refer my application to the University's preferred pathway providers for an alternative Foundation or Diploma program that may lead to my chosen La Trobe University degree.
- I authorise the University to disclose information relevant to my application and enrolment to the University's preferred OSHC provider and other third parties for the purposes of arranging my OSHC, progressing my application and enrolment, and administering my course. I also authorise La Trobe University to access the DIBP's Visa Entitlement Verification Online System (VEVO) to obtain information on my visa status.
- I understand the fees listed in this publication are an estimate only, based on the subjects in which I enrol, and will vary depending on the subject and the actual subject enrolment load. I agree to pay all fees for which I am liable. I acknowledge that the tuition fee is exclusive of the cost of text books, health insurance or living expenses such as food, accommodation, transport and medical costs. Details on any additional costs can be found within course descriptions on the La Trobe University website: latrobe.edu.au/courses
- I acknowledge that tuition and other fees are subject to change each year. The University reserves the right to vary fees on an annual basis. Tuition fees will not normally rise above seven per cent per year. Should the University decide to increase its fees, that increase will take effect on 1 January of the following year.
- I understand that if I have any school-aged children or dependants accompanying me to Australia, they must attend school and I will be required to pay a full fee if they are enrolled either in a government or non-government school. However if I hold a 574 or 576 visa, or receive an eligible scholarship from the Australian Government, I may be exempt from paying fees for my dependants at a Government school.
- I have completed all sections of the application form.
- I accept that this application and supporting documentation become the property of La Trobe University and are not returnable.
- I understand this agreement does not remove my right to take further action under Australia's consumer protection laws.
- I have read and I understand the declaration above.

Date

d	d	/	m	m	/	y	y
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Applicant's (student's) signature:

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Contact details

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