

SUPPORT SERVICES

(This information is used in a confidential manner by the Disability Support Officer to assist you in accessing support services as required).

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

If 'Yes' please indicate the area of impairment by placing a tick in the appropriate box.

Hearing Learning Mobility Vision Medical Other

REASONS FOR UNDERTAKING COURSES

What is the undergraduate program you wish to apply for once you have completed your Visiting studies (if applicable)?

Bachelor of _____

Enter here the reasons you are applying for enrolment (eg to prepare for, and to gain admission to, university).

If you do not have formal academic qualifications, it is important to outline in detail the reasons for applying.

This could include evidence of your aptitude to undertake study (eg short courses).

You may attach an additional statement to support your application if you wish.

INDIVIDUAL COURSE(S) (SUBJECTS) IN WHICH ENROLMENT IS SOUGHT

- Enter all courses/subjects you wish to enrol in and the year and semester you wish to commence study.
- Further course details are available online at www.usc.edu.au/Students/Handbook/UndergradCourses

Course Code	Course Title	Year and Semester eg 2007 / 1

ENTRY QUALIFICATIONS

PLEASE NOTE: APPLICATIONS are approved on the basis of qualifications presented with your application and are subject to availability of places.

DOCUMENTARY EVIDENCE

Please send documentary evidence of your qualifications with this form specifically:

- An official certified statement of your academic record in a final secondary and / or tertiary studies undertaken to date.
- Separate examination slips or copies of degree certificates are not acceptable. Photocopies of official statements / documentation should be certified by a Justice of the Peace or relevant certifying authority.
- If you are awaiting finalisation of results please forward official results and, where applicable, evidence of completion of your course immediately they are available.

Secondary Level

Enter details of any Year 12 / matriculation level studies you have completed. Please attach a certified copy of your official results and award certificate.

Name of studies or examination (eg Senior, HSC, GCE 'A' level)	School or centre	State or country	Year of final enrolment (eg 1988)	Student / candidate number (if known)

Tertiary and Technical Level including Preparatory / Bridging studies

If you have ever undertaken tertiary or technical level studies show ALL attempts made at these studies. Please attach a certified copy of your official record of results in all subjects undertaken and of your award certificate(s) where applicable.

Years undertaken (eg from 96 to 98)		Name of course / award	Institution	Program completed	
From	To	(eg Cert III Office Admin)	(eg Mooloolaba CSIT)	Yes	No

Have you ever been refused permission to continue your studies in any course? No Yes

If 'Yes' show (i) Years(s) (ii) Institution

(iii) Grounds for refusal (eg record of failure)

Employment History

To be completed only where no formal education has been undertaken. If applicable, please provide a summary below of your recent and / or relevant employment history. If insufficient space please attach a brief statement.

Year(s)	Occupation and major responsibilities	Employer
to		
to		
to		
to		

ADMISSION STATISTICAL DETAILS

- Please answer all questions by placing a tick in the appropriate box.
- Indicate the most recent year of enrolment if 2 or 3 is ticked.
- You should assume success in current studies. Have you ever completed any of the following:

	Never commenced	or	Commenced but not expected to complete this year	or	Completed or expect to complete this year	in	Most recent year of enrolment (if 2 or 3 is ticked)
a) Postgraduate course(s) of any type?	1 <input type="checkbox"/>	or	2 <input type="checkbox"/>	or	3 <input type="checkbox"/>	in	<input type="text"/>
b) Bachelor's degree course(s)?	1 <input type="checkbox"/>	or	2 <input type="checkbox"/>	or	3 <input type="checkbox"/>	in	<input type="text"/>
c) Associate Degree, Advanced Diploma or course(s) at an institution other than a TAFE college?	1 <input type="checkbox"/>	or	2 <input type="checkbox"/>	or	3 <input type="checkbox"/>	in	<input type="text"/>
d) Associate Degree, Advanced Diploma or Diploma course(s) at a TAFE college?	1 <input type="checkbox"/>	or	2 <input type="checkbox"/>	or	3 <input type="checkbox"/>	in	<input type="text"/>
e) TAFE award course(s) other than the above? (do not count secondary education, or hobby/recreation/leisure)	1 <input type="checkbox"/>	or	2 <input type="checkbox"/>	or	3 <input type="checkbox"/>	in	<input type="text"/>

ADMISSION STATISTICAL DETAILS continued.

	Never commenced or incomplete and do not expect to complete this year	or	Completed or expect to complete this year	in	Year of completion/expected completion (if 2 is ticked)				
(f) Year 12/matriculation at high school, secondary school or secondary college?	1 <input type="checkbox"/>		2 <input type="checkbox"/>		<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>				
(g) Year 12/matriculation at another institution (eg external study, 'night school', private study college)?	1 <input type="checkbox"/>		2 <input type="checkbox"/>		<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>				
(h) Some other qualification or certificate of attainment or competence which may be recognised for tertiary entrance?	1 <input type="checkbox"/>		2 <input type="checkbox"/>		<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>				

CHECKLIST

An application can be processed quickly if you have taken the actions listed below.

- Completed all sections
- Supplied certified copies of study from other institutions
- Signed the Declaration below

DECLARATION

I have read the University's statement on privacy and the purposes for which my personal information will be used (available at <http://www.usc.edu.au/privacyplan>). I agree to be bound by the statutes, policies, guidelines and rules of the University amended from time to time and agree to pay all fees and charges directly arising from my enrolment. I consent to receiving information electronically and agree to access the correspondence of my University email account on a regular basis and to maintain current mailing address details on USCCentral.

Student's Signature _____ Date _____

OFFICE USE ONLY

TO BE COMPLETED BY FACULTY

I have assessed this application and am satisfied that the applicant has sufficient background to undertake the course(s) indicated on this application form.

Comments _____ Comments _____

Signature _____ Signature _____
 Date _____ Date _____

TO BE COMPLETED BY STUDENT ADMINISTRATION – ADMISSIONS

Application entered	Admit & BASAD	USCCentral Password created	Acknowledgment/early offer letter sent	Offer package sent	Action staff

Follow up required: _____