

Submit to: International Office  
University of the Sunshine Coast  
Maroochydore DC Qld 4558  
AUSTRALIA

SID:

## INTERNATIONAL STUDENT HONOURS APPLICATION FORM

- For use by international students applying for Honours programs.
- International students applying for Study Abroad, Bachelor Degree, Masters or PhD programs should not use this form. Please request the appropriate form from International Relations.
- International students include those who are not Australian or New Zealand citizens and do not have official Australian permanent residency status

### PERSONAL DETAILS

Have you ever been previously enrolled at University of the Sunshine Coast? No / Yes - ID Number? \_\_\_\_\_

Name:     
Title (Mr, Ms etc)      Family Name (as on passport)      Given Name/s (as on passport)

Previous name/s (if applicable). Please provide proof of name change, if documents issued in another name (eg. Marriage Certificate)

Sex:  Male       Female

What will your Citizenship and Residence Status be during the semester? (Please tick one)

You will have a temporary entry permit (eg. A student visa or temporary resident visa) or are a Diplomat or a dependent of a Diplomat (except New Zealand) and will reside in Australia during semester.

You are an International student who will reside outside Australia during semester (eg external study) ?

Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Day      Month      Year

In what country were you born? \_\_\_\_\_

Country of current citizenship? \_\_\_\_\_

Email:

Postal Address: All offer and enrolment information will be sent to this address.

Contact telephone number

Fax number

Permanent residential address ( where you normally live in your home country)

Permanent home telephone

Other telephone number

## PROGRAM APPLYING FOR AND COMMENCEMENT DETAILS

### Honours Programs:

I wish to apply for an Honours program in the Faculty of:  Arts and Social Sciences  Business  Science

### Topic of Honours Proposal:

Applicants for honours programs must discuss their intended research topic with a member of the relevant faculty *before* lodging an application. Please attach a brief outline of the intended research area and the broad topic of the thesis.

With whom have you discussed your intended research topic? \_\_\_\_\_

What is the topic of your intended research? \_\_\_\_\_

Have you attached a brief outline of intended topic as discussed with the Faculty? YES / NO

### Year and Semester of Commencement:

Proposed year of entry \_\_\_\_\_

Semester of entry (please tick one)  Semester 1 (February to June) OR  Semester 2 (July to December)

## OTHER REQUIRED DETAILS

Year of Arrival in Australia \_\_\_\_\_

Do you speak a language other than English at your permanent home residence? YES / NO

If "YES" please indicate the language that is spoken most often: \_\_\_\_\_

Is English your first language? YES / NO If "NO" what is your first language? \_\_\_\_\_

Are you the first person in your immediate family to study at a University? YES / NO

**SUPPORT SERVICES:** The following information is used in a confidential manner to assist you in accessing support.

Do you have a disability, impairment or long term medical condition which may affect your studies? YES / NO

If "YES", please indicate the area of impairment by placing a tick in the appropriate box and attach appropriate documentation to the application.

Hearing  Learning  Mobility  Vision  Medical  Other

## VISA AND HEALTH COVER DETAILS

Do you have a current passport? NO / YES - If "YES" Passport number \_\_\_\_\_ Country of issue \_\_\_\_\_

Do you currently hold a visa for entry into Australia? NO / YES - If "YES" please attach a photocopy of your visa and passport

Are you currently studying in Australia? NO / YES If "YES" Date of Completion of current course: \_\_\_\_\_

Name of course currently studying: \_\_\_\_\_ Name of school: \_\_\_\_\_

Do you currently have Overseas Student Health Cover (OSHC) NO/YES - If "YES" please attach a copy of your OSHC card.

Do you have a partner / husband / wife / dependent child:

a) already in Australia? NO / YES (b) intending to accompany or join you in Australia? NO / YES

Have you or your family applied for permanent residence in Australia? NO / YES

# ENTRY QUALIFICATIONS Avoid processing delays – send certified copies of your qualifications with your application

Your application will be considered on the basis of the documentary evidence provided with this application. Please summarise your education qualifications below and ATTACH ALL REQUIRED DOCUMENTS AS DETAILED UNDER "DOCUMENTARY EVIDENCE".

## **University, College and Technical Level Studies**

If you have ever undertaken University, College 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 if completed, evidence of successful completion eg. award certificate showing the name of the award/qualification obtained.

Year(s) undertaken (eg. 86-89)	Name of course/award (eg Bachelor of Science)	Institution/University/College (eg Mirra Costa College)	State or country	Results attached (Yes/No)	Certificate attached (Yes/No)

Have you ever been refused permission to continue your studies in any course? YES / NO

If "YES" show (a) Year(s) \_\_\_\_\_ (b) Institution(s) \_\_\_\_\_

(c) Grounds for refusal (eg record of failure) \_\_\_\_\_

## ENGLISH PROFICIENCY If English is not your first language please complete this section.

If English is not your first language, you must supply evidence of English proficiency before you can start a degree program. Refer to the section on "Documentary Evidence" for details of acceptable evidence of English proficiency.

If you are currently undertaking English language study or intend to sit an English test in the near future, lodge your application by the due date and send your English results when available. A conditional offer may be made, subject to receiving your English test results.

### **Was English the medium of instruction for all classes and examinations in:**

Secondary school? NO / YES – If "YES" please supply documentary evidence.

University or College? NO / YES – If "YES" please supply documentary evidence.

### **Do you hold a certificate of English proficiency obtained in the last 2 years, eg IELTS, TOEFL?**

NO / YES – If "YES" please supply your results certificate

### **Do you intend to sit for an English proficiency test in the near future?**

NO / YES – If "YES" When? \_\_\_\_\_ Please supply results when available.

### **If you do not meet the English requirements for entry to your chosen program do you wish to enrol in our English Language Centre?**

NO / YES – If "YES" please contact the English Language Centre to arrange enrolment and advise International Relations of your expected completion date.

## DECLARATION (all applicants must complete)

I agree to obey the By-laws and rules of the University of the Sunshine Coast as far as they may apply to me. I declare that the information supplied herein is correct and complete. I authorise the University to obtain official records from any other educational institution previously attended by me, and acknowledge that the University reserves the right to vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information. If any information is discovered to be untrue or misleading in any respect I understand that the University may collect, store and disclose this information to the Australian Vice-Chancellors Committee (AVCC) and AVCC member institutions and any other relevant authority.

University of the Sunshine Coast is collecting the information on this form to carry out its functions under the University of the Sunshine Coast Act 1998, the ESOS Act 2000 and the National Code. The University may disclose some, or all, of this information to appropriate agencies if required, including the Department of Immigration & Multicultural & Indigenous Affairs, the Fund Manager of the ESOS Assurance Fund and the Commonwealth Department of Education, Science and Training. For more information the University's Privacy Plan is available at <http://www.usc.edu.au>.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## CHECKLIST

An application can be processed quickly if you have taken the actions listed below. Please check that you have:

- \_ Answered all questions and signed the form?
- \_ Read and understood the section on "Documentary Evidence"?
- \_ Included certified copies of your qualifications as outlined under "Documentary Evidence"?
- \_ Included a brief outline of your intended research topic?
- \_ Included evidence of English proficiency (if required) or details of when English test results will be available?

## DOCUMENTARY EVIDENCE

- ◆ Ensure all photocopies of supporting documents are certified copies ie. signed by a Justice of the Peace or other certifying authority (eg. a government authority) as a true copy of the original. Signatures must appear on the front of each page.
- ◆ Include for each qualification or program of study you have undertaken, a certified copy of your official final results and the award certificate if completed. Separate examination slips or term report cards are not acceptable.
- ◆ If your documents were issued in a foreign language you must supply a certified copy in the original language and an official English translation.
- ◆ If English is not your first language, you must also supply evidence of English proficiency or indicate your intention to undertake English language study. Evidence of English proficiency may include:
  - An original official IELTS or TOEFL test results certificate meeting our minimum score requirement
  - An original letter from your school or institution confirming that all classes were conducted and examined in English.

## OFFICE USE ONLY

### Initial Assessment of Application – to be completed by International Officer

Has the applicant satisfied the English proficiency requirements?  Not applicable  Not satisfied  Satisfied

Test score and / or other basis for satisfying English proficiency requirements \_\_\_\_\_

\_\_\_\_\_

Academic Level Completed: \_\_\_\_\_

\_\_\_\_\_

Grade Point Average: Overall: \_\_\_\_\_

Specialisation: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

Assessor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

### Data Entry:

Applicant Details Entered \_\_\_\_/\_\_\_\_/\_\_\_\_ by \_\_\_\_ Acknowledgment Letter Sent \_\_\_\_/\_\_\_\_/\_\_\_\_ by \_\_\_\_

Response Letter Sent \_\_\_\_/\_\_\_\_/\_\_\_\_ by \_\_\_\_\_