



Study Abroad and Student Exchange Application Form

1. Personal Details (Use Block Letters)

Title: Mr Mrs Ms Miss Other Sex: Male Female

*Please write your name as it appears on your passport.

Family Name*:

First Names:

Former Family Name (if applicable): Date of Birth: Day Month Year

Are you applying as a Study Abroad or an Exchange student? Study Abroad Exchange

Are you applying through a program affiliate or an authorised Representative of the University? If YES, please put Representative's address under "Contact address for correspondence" below.

Contact address for correspondence

PO Box or Street Address

Suburb State/Province

Country Postcode

Telephone

Country code Area code Number

Facsimile

Country code Area code Number

Email

Home address (if different from correspondence)

Name

Street Address

Suburb State/Province

Country Postcode

Telephone

Country code Area code Number

Facsimile

Country code Area code Number

Are you a citizen of Australia?* Yes No If NO, complete the following details

Are you a permanent resident of Australia?* Yes If YES, date of permanent residency Day Month Year

No If NO, complete details below

Country of birth

Country of citizenship

Passport number

*Certified proof of citizenship or permanent residency will be required at the time of enrolment.

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

No Yes If YES, please give your student number

2. Proposed Enrolment

Are you applying for one or two semesters? one semester two semesters

When do you wish to commence the program? (please nominate year and tick session)

Autumn session (February) Spring Session (July) Summer Session (December- February)

Year of commencement

3. Current Enrolment

Which institution are you currently attending?

Major study?

Are you a: Freshman Sophomore Senior Junior Other (please explain)

Year of expected graduation: Year

Cumulative GPA

Previous semester GPA

Please supply an original copy of your academic transcript indicating subjects attempted, grades and awards achieved.

4. Academic Background*

Qualification/award (completed or in progress)	School/institution	Country	Duration	Date completed
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

*Please include certified copies of results for qualifications listed. See section 13.

If you have not undertaken any university studies, have you completed an entrance examination for university (eg. SAT, ACT) Yes No

Name of exam

Result

If YES, complete the following details

Have you been excluded (not permitted to re-enrol in any year), or are you liable for exclusion, on academic or other grounds from any tertiary institution, faculty or course? Yes No If YES, please attach details on a separate sheet.

5. Planning an Academic Program

To determine your academic program, please see: www.uow.edu.au/handbook (click on Subject Descriptions). Students should only select subjects offered at the Wollongong Campus. See www.uow.edu.au/student/sols/ for the University Handbook and timetable.

Special Admission Requirements

Enrolment in arts, creative arts, education, engineering, and law courses may be subject to quotas.

Some creative arts courses require the prior submission of a portfolio or tape.

6. English Language Proficiency

Is English your first language? Yes No If NO, my first language is

I have completed at least one of the following (documentary evidence, including original or certified copies of results must be attached)

<input type="checkbox"/>	Secondary or tertiary studies in another country where English is the official language.	Country <input type="text"/>	Year of study <input type="text"/>	Duration (years) <input type="text"/>
<input type="text"/>	Institution <input type="text"/>	Name of course <input type="text"/>		

*These studies must have been undertaken within the last two years. Any qualification taught in the medium of English but from a country where English is not the official language will not be considered for exemption from English language entry requirements.

A Certificate of English proficiency obtained in the last 24 months (eg IELTS or TOEFL)

IELTS (academic)

Year <input type="text"/>	Overall score <input type="text"/>	Reading <input type="text"/>	Writing <input type="text"/>
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TOEFL

Year <input type="text"/>	Computer test score <input type="text"/>	Paper Test Score <input type="text"/>
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OTHER

Name of test <input type="text"/>	Year <input type="text"/>	Score <input type="text"/>
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If you do not meet English requirements do you intend to sit for an English proficiency test in the near future? Yes No If YES when

If you do not meet English requirements are you interested in studying English through the accredited Wollongong University College? Yes No

7. Applicants with Special Needs

Do you have special academic needs which the University of Wollongong should be aware of during your time at Wollongong? No Yes

If yes, please specify hearing vision mobility learning medical

other, please specify

8. Arrival Information

On your arrival, will you require transport from Sydney Airport to Wollongong? Yes No (refer item 2 in Terms and Conditions)

Will you be applying for accommodation in the University Halls of Residence? Yes No (refer item 3 in Terms and Conditions)

9. How did you learn about the University of Wollongong

- | | |
|---|---|
| <input type="checkbox"/> University representative overseas | <input type="checkbox"/> Wollongong UniAdvice |
| <input type="checkbox"/> Friends or family | <input type="checkbox"/> Your study abroad or careers adviser |
| <input type="checkbox"/> Friend or family studying at UOW | <input type="checkbox"/> World Wide Web |
| <input type="checkbox"/> Advertisement in a newspaper or magazine | <input type="checkbox"/> Visit to Wollongong campus |

10. Declaration and Signature

- I understand the University may vary or reverse any decision made on the basis of incorrect or incomplete information which I or my agent may have provided
- I have not been excluded or subject to disciplinary action at another tertiary institution
- I understand that the University may obtain official records from any educational institution I have previously attended.
- I agree to tell the University immediately if there is any change to the information I have given in this application.
- I agree to be bound by all the Rules and Regulations of the University.
- I declare that all the information I have given in this application is true and correct.
- I understand that I am fully responsible for my education and living expenses while studying at the University.
- I understand and agree to abide by the requirements of a student visa holder in Australia, including:
 - I understand that any school-aged dependant will be required to pay full fees if enrolled in either a government or non-government school.
 - I must remain in full-time study while I remain in Australia, and if I finish my course early I must enrol in another CRICOS registered course or depart Australia immediately
- I agree to advise the University on arrival of my address and telephone number in Australia and of any change in my contact details.
- I understand that any information provided to the University may be available to Australian Commonwealth and State agencies, pursuant to the University's obligations under the ESOS Act 2000 and the National Code. 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.
- I understand that I need to be the holder of a student visa in order to enrol in a course leading to a formal award.
- I have read and understand the University's Cancellations and Refund Policy at www.uow.edu.au/student/finances/intfeespol.htm
- I understand and accept the terms and conditions in the enclosed Privacy and General Consent and Disclosure Statement.

Signature

Date

11. Check List

Have you:

- Answered all questions from sections 1 through to 15?
- Made a copy of this application for your records?
- Supplied a portfolio? (International Creative Arts students only)
- Read and signed the declaration?
- Supplied English language proficiency score sheets?
- Enclosed certified copies of academic transcripts, including certified translations, if necessary?
- Attached a passport sized photograph?

PASTE PASSPORT
SIZED PHOTOGRAPH
HERE

12. Certification of documents

Original or certified copies of academic records, marksheets or transcripts for studies previously undertaken must be provided with this application. Official certified English translations are also required for documents in another language. The transcript must show all subjects undertaken, grades obtained (including failures) and stages reached or qualifications gained. Evidence of graduate status should indicate that the academic requirements of the course have been completed or that the award has been conferred. You must provide full details if you have been excluded or are liable for exclusion from any institution.

Domestic Applicants

A photocopied document must be certified as a true copy of the original by anyone who is currently employed as:

- an authorised officer in the admissions office at any tertiary institution
- Members of the Institute of Chartered Accountants in Australia or the Australian Society of Certified Practising Accountants, or the National Institute of Accountants or the Association of Taxation and Management Accountants or Registered Tax Agents.
- Bank Branch Managers excluding bank travel centres
- Barristers, solicitors or patent attorney
- Police Officer of the rank of Sergeant or above
- Post Office Manager
- Principal of either an Australian high or primary school
- A Justice of the Peace

International Applicants

A photocopied document must be certified as a true copy of the original by anyone who is currently employed as:

- An authorised officer from the institution that originally issued the documents;
- An Australian overseas diplomatic mission or any Australian Education Centre;

The University reserves the right to require the applicant to produce original documents upon request.

Students from the People's Republic of China: Certified bound booklets issued by a notarial office in the People's Republic of China must be submitted with an application in the first instance, however these will be photocopied and returned to the applicant by return post.

The person certifying the photocopies must:

- write on the copy: "This appears to be a true copy of the original document sighted by me"; and
- sign the document; and
- print the following details: name; address; contact telephone number; profession or occupation; date verified; and
- affix the official stamp or seal of the verifier's organisation on the copy, if the organisation has such a stamp.

Applications will be held on file for a period of no longer than 12 months.

Further Information Contact UniAdvice

Within Australia

Telephone 1300 FOR UOW (1300 367 869)
 Facsimile (02) 4221 3499
 Email studyabroad@uow.edu.au

International

Telephone +61 2 4221 3218
 Facsimile +61 2 4221 3499
 Web www.uow.edu.au

All Applicants

Applicants should forward completed forms to a representative of the University in your country or directly to the the address below.

Study Abroad & Exchange Office
 Student Central
 Ground Floor, Building 17
 University of Wollongong
 NSW 2522 Australia

13. Other Important Information for Applicants

For All Students

1. 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).

2. Airport Pick-up

A complimentary airport pick-up service is available for international students. Applications can be made online at:
www.uow.edu.au/about/accommodation

3. Accommodation

The cost of accommodation is NOT included in the tuition fee. Please refer to www.uow.edu.au/about/accommodation for further information.

4. English Language Proficiency

For information on the University's English Language Requirements please refer to the following website:
www.uow.edu.au/prospective/international

5. Tuition Fees

5.1 International students:

For further information on Tuition Fees, Postgraduate Application Fees, etc please refer to the following website:
www.uow.edu.au/prospective/international/english

Study Abroad students pay a standard fee irrespective of the number of credit points.

The scheduled fee for the first session's tuition, together with the Overseas Student Health Cover, will be quoted in your offer letter and is payable on acceptance of offer. Fees for second or subsequent sessions are payable no less than 28 days in advance of the relevant session commencement date.

6. Cancellations and Refunds

For Information on the University's Tuition Fees Refund Policy please refer to the following website:
www.uow.edu.au/student/international

7. Declaration and Signature

This application form must be signed.

Privacy General Consent and Disclosure Statement

Our Commitment To Privacy

The University of Wollongong is committed to protecting your privacy. Under both the Privacy and Personal Information Act 1988 (NSW) and the Privacy Amendment (Private Sector) Act 2000 (Cth), UOW (including its controlled entities), will take all reasonable steps to ensure that the collection, use, disclosure and handling of your information complies with the law.

The Privacy Policy may be viewed at www.uow.edu.au/about/privacy or by calling 1300 367 869 (within Australia).

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.

Disclosure

The information provided may be used for (but not limited to) the following purposes and or reasonably related purposes:

- a. Promotion of the UOW's resources, of scholarships, research, free enquiry, the interaction of research and teaching, and academic excellence;
- b. The provision of facilities for education and research, having particular regard to the needs of the Illawarra region;
- c. The encouragement of the dissemination, advancement, development and application of knowledge informed by free enquiry;
- d. The provision of course of study or instruction across a range of fields, and the carrying out of research to meet the needs of the community;
- e. The participation in public discourse;
- f. The conferring of degrees, including those of Bachelor, Master and Doctor and the awarding of diploma's certificates and other awards;
- g. The provision of teaching and learning that engages with advanced knowledge and inquiry;
- h. The development of governance, procedural rules, admission policies; and
- i. Financial arrangements and quality assurance processes that are sufficient to ensure the integrity of UOW's academic programs.

The information provided may be used, for (but not limited to) the following functions and or reasonably related purposes to these functions of UOW, as follows:

Commercial Functions

UOW's commercial functions comprising the commercial exploitation or development for UOW's benefit of any facility resource or property of UOW's, or in which UOW has a right or interest (including for example study research, knowledge and intellectual property and the practical application of study, research, knowledge and intellectual property), whether alone or with others.

Other Services Such As Sporting Or Cultural

- a. UOW's cultural, sporting, professional, technical and vocational services to the community; and
- b. UOW's general and ancillary functions as may be necessary or convenient to complement or be incidental for enabling or assisting UOW to promote the interests of UOW.

Functional Areas

The functions of UOW may be exercised within or outside of New South Wales and/or Australia.

Definitions

For the purposes of obtaining consent and providing disclosure, UOW means the University of Wollongong and includes all the associations and controlled entities of the University of Wollongong.

For the purposes of this policy document, 'student' means any person who is a member of the public and not an employee of UOW, and entitled to protection under current privacy legislation in Australia.

Related Legislation

This privacy policy response is an integrated response to other related legislation this includes the following:

- Freedom of Information Act 1989
- ICAC Act 1988
- Protected Disclosures Act 1994
- State Records Act 1998; and
- University of Wollongong Act 1989
- The By Laws and Rules of the University.

