



# International Student Exchange Program Application Form

## 1. Personal details (USE BLOCK LETTERS)

UOW Student Number

Title Mr  Mrs  Ms  Miss  Other  Sex: Male  Female

Family Name

First Names

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

Contact address for correspondence (valid until  /  /

PO Box or Street Address

Suburb  State/Province

Country  Postcode

**Telephone**  
Country code  Area code  Number

**Mobile Number**  
Country code  Area code  Number

**Email**

### Permanent 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 an Aboriginal or Torres Strait Islander?  Yes  No

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

Have you previously made an application to participate in an exchange program through UOW?  
No  Yes  If YES, please give the session and year applied for

## 2. Choice of exchange institution

List your preferences below. Final selection will depend on availability of places, student demand, appropriateness of academic program etc. You will also need to complete an Advanced Standing Form for EACH preference. Your application will NOT be accepted without two preferences or three preferences if you are applying to the University of California.

1st Preference Institution Name  Course Name

2nd Preference Institution Name  Course Name

3rd Preference Institution Name  Course Name

## 3. Proposed Exchange Period

When do you wish to commence your exchange? Year

UOW semester  Autumn session (Feb)  Spring session (July)  Summer session (Dec/Jan)

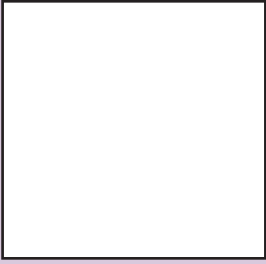
Are you applying for: One session  or Two sessions  When do you intend to graduate? Year





## 11. Photograph

Please attach a recent passport size photograph of yourself.



## 12. Check list

Remember to attach the following documents:

- A separate statement (500 words) outlining your reasons for participating in the program and the academic and personal reasons for placing you. You should include any details of previous travel both in Australia and overseas.
- A recent photograph
- A copy of your most recent enrolment record. (Available on SOLS or from Student Central)
- 3 references, 2 from academic staff (who have been involved in teaching you) and one personal\*

\*If you live in a Hall of Residence please supply a reference from the Head of Hall.

- Advanced standing forms completed for each of the preferred Universities you have selected
- OS-HELP Application

## 13. Further Information

### Within Australia

Domesic toll-free 02 4221 5404 or 4221 3170

Facsimile (02) 4221 3499

**Email:** studyabroad@uow.edu.au

**Web:** www.uow.edu.au/student/exchange

Or visit us at the Study Abroad & Exchange Office,  
University of Wollongong  
Building 17, Student Central,  
Northfields Avenue  
Wollongong

### International

Telephone +61 2 4221 5404 or 4221 3170

Facsimile +61 2 4221 3499

**Email:** studyabroad@uow.edu.au

*The University of Wollongong attempts to ensure that the information contained in this form is correct at the time of production (Nov 06). However sections may be ammended 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.*

## **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](http://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.

	Date	Initials
Interview confirmed	<input type="text"/>	<input type="text"/>
Interview date	<input type="text"/>	<input type="text"/>
Recommendation:	<input type="text"/>	
IEP Acceptance/Rejection email sent	<input type="text"/>	<input type="text"/>
Exchange institution application to student	<input type="text"/>	<input type="text"/>
Travel Grant applied <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="text"/>	<input type="text"/>
FN <input type="checkbox"/>	<input type="text"/>	<input type="text"/>
IN <input type="checkbox"/>	<input type="text"/>	<input type="text"/>
AF <input type="checkbox"/>	<input type="text"/>	<input type="text"/>
OH <input type="checkbox"/>	<input type="text"/>	<input type="text"/>
WAM <input type="checkbox"/>	<input type="text"/>	<input type="text"/>
YR/SEM <input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Travel Grant approved <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="text"/>	<input type="text"/>
Travel Grant letter sent to student	<input type="text"/>	<input type="text"/>
Exchange institution application and UOW nomination letter sent to institution	<input type="text"/>	<input type="text"/>
Acceptance confirmed by exchange institution	<input type="text"/>	<input type="text"/>
Student notified of acceptance/rejection to exchange institution	<input type="text"/>	<input type="text"/>
Pre-departure session notification	<input type="text"/>	<input type="text"/>
Pre-departure attendance confirmed	<input type="text"/>	<input type="text"/>
Flight details received from student	<input type="text"/>	<input type="text"/>
Travel insurance paperwork received from student	<input type="text"/>	<input type="text"/>
Confirmation of enrolment at host institution received from student	<input type="text"/>	<input type="text"/>
Travel Grant dispersed	<input type="text"/>	<input type="text"/>

Family Name

Given Name

<input type="text"/>
<input type="text"/>
<input type="text"/>
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Comments and Additional Information required