

# Application for Admission to a Doctoral Higher Degree by Coursework

Please complete **ALL QUESTIONS** in **ALL SECTIONS** and attach supporting documents. Documents must be the original or copies certified by a Justice of the Peace, Commissioner for Declarations or the issuing authority.

**Privacy Statement:** The University will only use personal information collected from you, or about you, for internal administrative purposes. It will not be provided to other parties other than in accordance with legislative requirements, or in circumstances where you have given explicit permission for the information to be transmitted.

## SECTION ONE – PERSONAL DATA

### 1 PERSONAL DETAILS

Have you previously been a WAIT/Curtin student? No  Yes  ID number

Are you a Curtin staff member? No  Yes  ID number

Title (Mr, Ms etc)

Family Name

First Given Name

Other Given Names

Preferred Given Names

Formal Name

Previous Family Name (if applicable)

Date of Birth  Female  Male   
d d m m y y y y

### 2 CONTACT DETAILS

#### ADDRESS (Contact)

Number & Street

Suburb/Town/City  State

Country  Post code

#### ADDRESS (Permanent)

Same as above? Yes  No  If 'Yes', go to 'Other Details' If 'No' please complete the details below.

**Note: A Post Office Box Number is NOT acceptable as a permanent address**

Number & Street

Suburb/Town/City  State

Country  Post code

Which address do you wish to have as your preferred mailing address? Contact  Permanent

#### OTHER DETAILS (Please include telephone area codes)

Home Telephone

Mobile Telephone

E-mail Address

Work Telephone

Fax Telephone

#### NEXT OF KIN (For emergency use only)

Name

Relationship

Home Telephone

Work Telephone

Mobile Telephone

Address: Does your next of kin live at the same permanent address as you? Yes  No  If 'No' please complete the details below.

Number & Street

Suburb/Town/City  State

Country  Post code

### 3 CITIZENSHIP AND RESIDENCY DETAILS

#### Country of Birth

Australia  0001 Hong Kong  S102 India  S104 Indonesia  S105  
 Malaysia  S106 New Zealand  S501 PR China  S101 Singapore  S107  
 South Africa  S201 Thailand  S109 United Kingdom  S009 U.S.A.  S302

Other (Please specify)

a) If you were not born in Australia and you are now intending to study in Australia, in what year did you or do you intend to enter Australia?  \* Not applicable

\*Students undertaking a higher degree by coursework may, if appropriate, conduct all of their studies outside of Australia. Please contact the Head of Enrolling Area if this arrangement would be applicable to your proposed program. Conditions apply.

b) Is English the main language spoken in your home? Yes 01 No

If 'No' please indicate language spoken in your home \_\_\_\_\_

c) Are you of Aboriginal (indigenous Australian) descent? Yes  No

d) Are you of Torres Strait Island descent? Yes  No

- Australian citizens must provide proof of citizenship, eg. certified copy of birth certificate, citizenship papers, or passport.
- Applicants who are not Australian citizens must provide a certified copy of the personal details page of their passport, and where applicable, a copy of the visa page.

#### Citizenship

Are you –

(Please tick relevant boxes)

a) an Australian Citizen?

Yes 1 Go to 7

b) a New Zealand Citizen?

Yes 2 If 'Yes' and Permanent Resident of Australia – Go to c)  
If 'Yes' and NOT Permanent Resident of Australia – Go to 7

c) a Permanent Resident of Australia?

Yes 3 Date granted   
PR status d d m m y y y y

Did you meet residency requirements for citizenship more than a year ago?

Yes  No   
If yes what date was Citizenship and Residency data confirmed.   
d d m m y y y y

Are you residing **inside** Australia during your studies?

Yes  Go to 7 No

Are you residing **outside** Australia during your studies?

Yes  Go to 7 No

d) an international student intending to reside in Australia during your studies? (temporary entry permit/ student visa)

Yes 4 Go to 4

e) an international student intending to reside overseas during studies?

Yes 5 Go to 4

**International Applicants – please complete sections 4 – 6 (other applicants proceed to 7)**

### 4 ENGLISH LANGUAGE REQUIREMENTS

a) Is English your first language? Yes  Go to 5 No  Go to b)

b) What is your first language? \_\_\_\_\_

c) Have you completed a tertiary degree with English as the language of instruction? Yes  No

d) Which of the following tests have you undertaken? IELTS  TOEFL  CUTES  none

IELTS = International English Language Testing System; TOEFL = Test of English as a Foreign Language; CUTES = Curtin University Test of English Score

IELTS Overall Score \_\_\_\_\_ Reading \_\_\_\_\_ Listening \_\_\_\_\_ Writing \_\_\_\_\_ Speaking \_\_\_\_\_

TOEFL score \_\_\_\_\_ + TWE score \_\_\_\_\_ CUTE Score \_\_\_\_\_

Applicants are required to attach certified copies of test scores

**5 VISA, DEPENDANTS AND SPONSOR DETAILS**

**a) Visa Details**

Country of Residency	Country of Citizenship	Passport Number	Expiry Date

Are you currently residing in Australia? Yes  If yes, provide visa details below No

What is the visa category? Student  Visitor  Temporary  Permanent

Visa Number \_\_\_\_\_ Visa Expiry Date (dd/mm/yyyy) \_\_\_\_\_

If you intend studying in Australia, and you do not have a Visa, nominate the Australian High Commission/Embassy where you will be lodging your student visa application. \_\_\_\_\_

Have you applied for Australian Permanent Resident Status? Yes  Date of application \_\_\_\_\_ No

**b) Spouse/Dependants Details**

Do you have a husband/wife or dependants who will travel with you to Australia? Yes  No

If Yes, please complete the following:

Family Names	Given Names	Relationship	Date of birth	Is this dependant intending on studying while in Australia?

**c) Sponsored Applicants**

Will your tuition fees be paid by an organisation? Yes  provide details below No

Name of organisation	Address	Telephone	Fax

**d) Reapplication for Admission**

Have you previously been enrolled in this Higher Degree by Coursework? Yes  No

Date of withdrawal from your previous Higher Degree by Coursework: \_\_\_\_\_

Have you previously been enrolled in any other Higher Degree? Yes  No

**6 INTERNATIONAL FINANCIAL CATEGORY**

Which of the following categories apply to you?

Private International Student (Fee paid by student)	<input type="checkbox"/> 22	Study Abroad Student	<input type="checkbox"/> 22
Private Sponsorship	<input type="checkbox"/> 22	Study Exchange Student	<input type="checkbox"/> 22
Fully sponsored under an Australian foreign aid program (AusAID) or Australian Development Co-operation Scholarship (ADCOS)			<input type="checkbox"/> 24
Sponsored through International Development Programs (IDP) Education Australia			<input type="checkbox"/> 24

**All applicants – please complete sections 7 – 14**

**7 DISABILITIES**

The information provided below will assist the University in monitoring and improving services to assist students with special needs.

a) Would you like to receive information on support services, equipment and facilities available which may assist you? Yes  No

b) Do you have a disability, impairment or long term medical condition which may affect your studies? Yes  No   
Please indicate type of disability that applies (optional)

Hearing  Learning  Mobility  Vision  Medical  Other

**SECTION TWO – EDUCATIONAL BACKGROUND****8 INSTITUTIONS AND QUALIFICATIONS**

Please answer all sections and attach a certified copy of all academic transcripts, for all courses listed.

If your academic transcripts are in a language other than English, please provide official English translations.

If you have changed your name since completing any of the following qualifications please provide proof eg marriage certificate.

**TYPE****STATUS****CERTIFICATE LEVEL COURSE**

Taken at TAFE college, technical college, College of Advanced Education (CAE), institute of technology, institute of advanced education or institute of tertiary education in Australia. (Exclude leisure/ hobby/ recreation/ personal enrolments and secondary education courses)

Completed or about to complete Commenced but not completed 

Year last enrolled

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Name of Institution (&amp; country) \_\_\_\_\_

Course title \_\_\_\_\_

**DIPLOMA, ADVANCED DIPLOMA OR ASSOCIATE DIPLOMA COURSES**

Taken at TAFE college or technical college in Australia.

Completed or about to complete Commenced but not completed 

Year last enrolled

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Name of Institution (&amp; country) \_\_\_\_\_

Course title \_\_\_\_\_

**DIPLOMA OR ASSOCIATE DIPLOMA COURSE TAKEN ELSEWHERE**

Taken at a CAE, university, teacher's college, institute of technology, institute of advanced education or institute of tertiary education.

Completed or about to complete Commenced but not completed 

Year last enrolled

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**Includes courses taken overseas**

Name of Institution (&amp; country) \_\_\_\_\_

Course title \_\_\_\_\_

**BACHELOR DEGREE COURSE**Level of Honours, if applicable (eg. H1, H2A) 

Name of Institution (&amp; country) \_\_\_\_\_

Completed or about to complete Commenced but not completed 

Year last enrolled

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Course title \_\_\_\_\_

Language of Instruction \_\_\_\_\_

**POSTGRADUATE COURSE OF ANY TYPE**

Eg: graduate diploma, postgraduate diploma, Masters, PhD

(i) Name of Institution (&amp; country) \_\_\_\_\_

Completed or about to complete Commenced but not completed 

Year last enrolled

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Language of instruction \_\_\_\_\_

Course title \_\_\_\_\_

(ii) Name of Institution (&amp; country) \_\_\_\_\_

Completed or about to complete Commenced but not completed 

Year last enrolled

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Language of instruction \_\_\_\_\_

Course title \_\_\_\_\_

**OTHER QUALIFICATION OR CERTIFICATE OF ATTAINMENT / COMPETENCE** eg: professional registration

Name of Qualification (&amp; country) (i) \_\_\_\_\_

Year obtained

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(ii) \_\_\_\_\_

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**9 EMPLOYMENT BACKGROUND**

If applicable to this application, please include details of all relevant employment in your Curriculum Vitae.

Details are in Curriculum Vitae

Yes No **10 PUBLICATIONS**

If applicable to this application, please include details of all relevant publications in your Curriculum Vitae.

Details are in Curriculum Vitae

Yes No **11 REFEREES**

Please include the contact details of two academic referees in your Curriculum Vitae

Confirmed

## SECTION THREE – APPLICATION – COURSE DETAILS

### 12 GENERAL

- a) To which of the following categories, showing combined **citizenship** and **study location** details, do you belong?

A 'non-International' student is a student who is an Australian citizen, Permanent Resident of Australia, or a New Zealand citizen. Onshore means that you intend to study within Australia. Offshore means that you intend to study outside Australia.

International – Onshore

International – Offshore

Non-International – Onshore

Non-International – Offshore

- b) How do you intend studying?

(i) Full time  or Part time

(ii) Internally  or Externally

- c) At what campus do you mainly intend studying?

Eg Bentley, Muresk, Shenton Park, Singapore.

- d) When do you wish to commence studies, approximately?

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
m	m	y	y	y	y

## SECTION FOUR – CHECKLIST, DECLARATION AND SIGNATURE

### 13 CHECKLIST AND SIGNATURE

All of the documents listed below, where relevant, **must** be attached to this application. Answer Yes / Not Applicable as appropriate.

		Yes	N/A
a)	Curriculum Vitae (CV) containing relevant personal, employment, publications, research and membership details	<input type="checkbox"/>	
b)	Two Referees in CV including addresses, position titles, telephone, fax numbers and email.	<input type="checkbox"/>	
c)	Academic Transcripts certified copies of all academic transcripts, and English translation where appropriate.	<input type="checkbox"/>	
d)	English proficiency test certified copies of test scores are attached	<input type="checkbox"/>	<input type="checkbox"/>
e) (i)	Visa and Passport for applicants who are not Australian citizens, certified copies of Visa and passport pages	<input type="checkbox"/>	
or			
(ii)	Australian citizenship proof eg birth certificate, citizenship papers, passport pages	<input type="checkbox"/>	

#### Declaration

I hereby certify that the information provided in this application is complete and correct. I agree that Curtin University of Technology may, if necessary, verify details of my educational qualifications. While I am a student of the University I undertake to observe all its statutes, by laws and rules. Where applicable, I declare I can meet the financial obligations to undertake the course of study and associated living costs.

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_

**It is important that applicants contact the Enrolling Area to discuss their planned program prior to submitting this application**



#### Mailing Address:

Institut Ranke-Heinemann  
Schnutenhausstrasse 44  
45136 Essen  
Deutschland  
Tel.: 0049-201-252552  
info@ranke-heinemann.de

Institut Ranke-Heinemann  
Friedrichstrasse 95  
10117 Berlin  
Deutschland  
Tel.: 0049-30-209629593  
berlin@ranke-heinemann.de

Institut Ranke-Heinemann  
Universitätsstrasse 11  
1010 Wien  
Österreich  
Tel.: 0043-1-4060224  
wien@ranke-heinemann.at

## SECTION FIVE – ENROLLING AREA TO COMPLETE

### 15 HIGHER DEGREE ADMISSION CATEGORY

Please select the applicable admission category, as per Regulation 3(d) of the Higher Degree by Coursework Regulations for Doctoral Degrees:

- (i) Graduated with or qualified for the award of the degree of Master within the University.
- (ii) Graduated with or qualified for the award of the degree of Bachelor with First Class Honours or Upper Second Class Honours within the University.
- (iii) Graduated with a Bachelor's degree and completed a Postgraduate Diploma or its equivalent with a course-weighted average of not less than seventy five percent within the University.
- (iv) Obtained qualifications from another institution which are recognised by tertiary admission authorities in Australia and which are deemed to be equivalent to, or a satisfactory substitute for, any of the qualifications prescribed in the points above.

**16 INTERIM PROGRAM COMMITTEE**

Nomination of a Program Supervisor is essential at time of Admission. The Chairperson and Program Supervisor must be salaried academic members of staff.

**Chairperson (Essential)**

Name: \_\_\_\_\_  
Highest Academic Qualification: \_\_\_\_\_  
Enrolling Area: \_\_\_\_\_

**Program Supervisor (Essential)**

Name: \_\_\_\_\_  
Highest Academic Qualification: \_\_\_\_\_  
Enrolling Area: \_\_\_\_\_

**17 FACILITIES AND RESOURCES**

It is confirmed that the Enrolling Area) will provide the following facilities and resources, consistent with the *Higher Degree by Coursework Regulations*, for the proposed degree program:

- 1. Staff expertise to teach and supervise the student's program
- 2. Equipment for experimentation
- 3. Literature and library resources
- 4. Consumables necessary to carry out the research component, eg conduct experiments or surveys
- 5. Adequate space including access to a desk, chair and adequate storage space for books, reference materials etc for students studying on-campus

**18 AUTHORISING SIGNATURE**

*I certify that this information is correct.*

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Name of enrolling area (eg Department of Applied Physics) \_\_\_\_\_

Position Head of Enrolling Area  or Postgraduate Coordinator

**SECTION SIX – DIVISIONAL GRADUATE STUDIES OFFICE TO COMPLETE**

**19 DIVISIONAL GRADUATE STUDIES COMMITTEE DECISION**

Assessed as

Qualified

Qualified with conditions

Not qualified

Application is

Approved

Not approved

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Divisional Graduate Studies Committee \_\_\_\_\_

Resolution Number \_\_\_\_\_ Date of meeting \_\_\_\_\_

Signature of Chair, DGSC (if executive approval) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Secretary, DGSC \_\_\_\_\_ Date \_\_\_\_\_

July 2005  
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