

Student No (office use only)

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Enquiry No (office use only)

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UNIVERSITY OF
WOLLONGONG

UNDERGRADUATE COURSE WORK APPLICATION FORM

1. PERSONAL DETAILS (USE BLOCK LETTERS)

 Title: Mr Mrs Ms Miss Other Gender: Male Female

Family Name*

First Name*

*As shown in passport, (if applicable)

Former Family Name (if applicable) Date of Birth

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

Yes No If YES, please give your student number Are you a Citizen of Australia? Yes (Please provide certified documentary evidence)No Citizenship Country of birth Country where you are currently located Are you a Permanent Resident of Australia? Yes (Please provide certified documentary evidence)Permanent visa category Date of Permanent Residency No Are you Aboriginal or a Torres Strait Islander? Yes No

Mailing address

PO Box or Street Address Suburb/Town State/Province Postcode Country Telephone Country Code Area Code Number Mobile Facsimile Country Code Area Code Number

Home address (if different from mailing address)

PO Box or Street Address Suburb/Town State/Province Postcode Country Telephone Country Code Area Code Number Mobile Facsimile Country Code Area Code Number

Prior to enrolment correspondence will normally be sent to your email address, if applicable

Email

2. COURSE APPLICATION

1st Preference Course Name Specialisation 2nd Preference Course Name* Specialisation 3rd Preference Course Name* Specialisation

*Second and third preferences will only be considered if unsuccessful with your first choice.

When do you wish to commence the degree course? (please nominate year and tick session below) Year:
 Autumn session (February) Spring session (July – if available) Summer session (December – if available)
Where do you wish to study? Wollongong Moss Vale# Shoalhaven# Batemans Bay# Bega# Southern Sydney (Loftus)##Not available to international students. Course listings by campus and commencement sessions are available on CourseFinder: coursefinder.uow.edu.au

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3. SECONDARY/TERTIARY EDUCATION

Secondary Studies

Have you completed the final two years of an Australian high school program? Yes (please provide evidence) No

If yes please advise State Year Result: ATAR/UAJ/TER or equivalent Score Candidature No.

The postcode of your permanent home address during your last year at an Australian high school.

If NO, please advise details of your Year 12 (or equivalent) performance or other tertiary qualifications in the section below.

Other Secondary or Tertiary Studies

QUALIFICATION/AWARD	SCHOOL/INSTITUTION	COUNTRY	MARKS ACHIEVED	DURATION	DATE COMPLETED							
					d	d	m	m	y	y	y	y
					d	d	m	m	y	y	y	y
					d	d	m	m	y	y	y	y
					d	d	m	m	y	y	y	y

4. ENGLISH LANGUAGE PROFICIENCY

Is English your first language? Yes No If your first language is not English, please continue

I have completed at least one of the following within the last two years (documentary evidence, including certified copies of results, must be attached)

A certificate of English proficiency obtained in the last two years (eg IELTS or TOEFL)

IELTS (ACADEMIC)	Year	Overall score	Reading	Writing	Listening	Speaking
	Year	Overall score	Reading	Writing	Listening	Speaking
TOEFL Internet based	Year	Overall score	Reading	Writing	Listening	Speaking
OTHER	Name of test			Year	Score	
	Country				Duration (years)	

For full information regarding UOW's English language requirements, including qualifications conducted in English, please visit: www.uow.edu.au/prospective/international/apply/english

If you do not meet UOW's English requirements are you interested in studying English at UOW College? Yes No

If yes, visit the UOWC website at www.uowcollege.edu.au for information on the programs available.

5. CREDIT TRANSFER (IE SUBJECT EXEMPTION)

Are you seeking credit transfer? Yes* No *You must provide a copy of your syllabus or subject descriptions with your application.

Name of institution

Some existing credit transfer arrangements can be viewed at the following websites: Australian Institutions: www.uow.edu.au/handbook/advancedstanding
International: www.uow.edu.au/future/international/apply/credit

6. CERTIFICATION OF DOCUMENTS

Certified copies of academic marksheets, transcripts and evidence of course completion must be provided with application. Details of required acceptable certification authorities for international students can be found at: www.uow.edu.au/prospective/international/apply/how/certified

If you are in Australia, photocopies of documents can be certified by a Justice of the Peace, police officer, post office manager or person holding a similar professional position. The above website provides further examples of acceptable authorities. The person certifying the document must: print their name, contact number, occupation and date verified; write "This appears to be a true copy of the original document sighted by me"; affix an official organisation stamp if available; and sign each copy. Please note that any documents sent with your application cannot be returned.

7. APPLICANTS WITH SPECIAL NEEDS

If you have a disability and require advice or assistance with your studies, please contact the Disability Liaison Officers, telephone 4221 3445 or go online www.uow.edu.au/student/services/ds

8. ADDITIONAL REQUIREMENTS AND CLOSING DATES

Some courses require submission of additional documentation, full details of which can be found by selecting your course on the UOW CourseFinder at coursefinder.uow.edu.au or in the undergraduate prospectus. Areas of study which require additional documentation include:

- Creative Arts:
 - Bachelor of Performance applicants must complete a Bachelor of Performance Registration Form by the advertised deadline. See the Creative Arts website www.uow.edu.au/crearts/futureundergrad
- All Nursing and Education applicants are required to include a separate written proposal addressing the following criteria:
 - State your most recent academic qualifications and results (eg HSC, TAFE).
 - Describe your career ambitions and motivation for studying.
 - Describe any community involvement or other achievements relevant to your desired program of university study, eg teaching/childcare experience in the case of a Bachelor of Teaching.
 - Describe your personal qualities that would make you suited to the profession.
- Nursing, Nutrition & Dietetics, Exercise Science & Rehabilitation – see CourseFinder for NSW Department of Health Record Check requirements.
- Education – see CourseFinder for NSW Department of Education Record Check requirements.
- Bachelor of Medicine/Bachelor of Surgery – do not use this application form, visit www.uow.edu.au/gsm/futurestudents/admission for details of separate testing and interview procedures.

Closing dates: See CourseFinder for the closing date for your course. Note that all Creative Arts courses and Psychology Honours have earlier closing dates than other courses.

9. IMPORTANT INFORMATION FOR APPLICANTS

1. **Privacy General Consent and Disclosure Statement:** <http://www.uow.edu.au/legal/privacy/UOW089606>
2. **For International Students:** A description of the Education Services for Overseas Students (ESOS) Act framework is made available electronically by the Australian Government: <http://www.aei.gov.au/REGULATORY-INFORMATION/Pages/Regulatoryinformation.aspx>
3. **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 (a marriage certificate, deed poll, statutory declaration).
4. Declaration and Signature: **This application form must be signed by the applicant.**

10. DECLARATION, TERMS & CONDITIONS AND SIGNATURE

PRIVACY AND DISCLOSURE

1. I declare that all the information I have given in this application is true, correct and complete, and is not false or misleading. I understand giving false or misleading information is a serious offence under state and/or federal law in Australia.
2. I declare that the signature on this form is my signature, and has not been signed on my behalf by another person, including my agent or sponsor.
3. I agree to tell UOW College ("College") and/or the University of Wollongong ("University") immediately if there is any change to the information I have given in this application.
4. I understand the College/University reserves the right to vary or reverse any decision made on the basis of incorrect, incomplete, false or misleading information which I or my agent/sponsor may have provided, including in some circumstances, termination of my enrolment.
5. I declare that I have not been excluded or subject to disciplinary action at any tertiary institution.
6. I understand that the College/University may obtain official records from any educational institution I have previously attended or my employer.
7. I authorise any institution or organisation named on any document provided as evidence of my qualifications or work experience OR which are named in my application, to release to the College/University any personal information which they may hold about me for the purpose of verification of my supporting documents.
8. I authorise the College/University to release any personal information they may hold about me to any other educational institution which is seeking to verify my student conduct or academic record for the purpose of determining my eligibility for admission to, or enrolment at, that institution.
9. I understand that any information provided to the College/University may be made available to Australian Commonwealth and state government departments and agencies, pursuant to the College/University's obligations under Australian or state law, including the ESOS Act 2000 and the National Code. This information may also be made available to any company or organisation in which the College/University arranges a private or public work placement or practicum. 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.
10. I understand and accept the terms and conditions in the Privacy General Consent and Disclosure Statement which can be viewed at: <http://www.uow.edu.au/legal/privacy/UOW089606.html>
11. I have read and understand the description of the ESOS framework made available electronically by DEEWR at: <http://www.aei.gov.au/REGULATORY-INFORMATION/Pages/Regulatoryinformation.aspx>
12. By nominating an agent, as listed in the "contact address for

correspondence", to represent me in my application to the College/University, I agree to the release of all information relating to my application and subsequent enrolment at the College/University to my nominated agent, until such time as this nomination is revoked by me in writing.

13. If the payment for my course is made by a sponsor (a third party paying my tuition fees or nominated by me as my sponsor), I agree to the release of all information to my sponsor regarding my application and subsequent enrolment including my subject results, progress reports, and enrolment details (including contact details).
14. If I am under 18 years of age, I consent to the release of information regarding my academic performance and attendance to my parent and/or guardian.

TRANSFER FROM ANOTHER EDUCATION INSTITUTION IN AUSTRALIA

15. I agree to advise the College/University of any studies that I am undertaking or will undertake at any period with another provider which coincides with a period of study I am applying to undertake or undertake at the College/University. I understand that should I have obligations to another provider, the College/University is unable to offer me enrolment. I understand that I must present any documents requested by the College/University to confirm my status.

CANCELLATION AND REFUNDS

16. College applicants: I have read and understand the College's Fees and Refund Policy at: www.uowcollege.edu.au/policies
17. University applicants: I have read and understand the University's Fees Policy (including refunds) at: <http://www.uow.edu.au/about/policy/UOW058686.html>

FINANCIAL OBLIGATIONS

18. I agree to provide any financial information requested by the College/University for the purpose of the College/University assessing my financial ability to undertake a course of study.
19. I declare that I have access to funding:
 - for the payment of all fees for the course which I am undertaking at the College/University; and
 - for the living expenses of myself and my dependents in Australia for the duration of the course or courses which I have been offered, at an expected amount per individual of \$15,000 per year (for Wollongong) and \$20,000 per year (for Sydney).
20. I declare that I am not relying on employment in Australia during or following my course to pay any part of my tuition and living expenses for myself and my dependents.
21. I understand that I am required to pay all tuition fees in full for my course prior to the census date for each session/semester/term of study, and that

failure to make payment by the required date may result in the termination of enrolment in my course and notification to the Department of Immigration, who may cancel my student visa.

22. I understand that, in the event that I am unable to pay for my tuition or living expenses in Australia for myself or my dependents, the College/University is not obliged to provide any financial assistance (including in the form of a tuition fee waiver (partial or whole), tuition fee deferral or living expense support, medical expenses, legal expenses, or leave of absence consideration) and that as a non-citizen of Australia, I do not have access to Australian government support.
23. I understand that if I have a school-aged dependent, I will be required to pay full fees if that dependent is enrolled in a pre-school, child care centre, government school or non-government school.
24. I understand that the College/University will not act as a financial guarantor for me, and I am solely responsible for all expenses incurred by me and my dependents, including as the result of legal action, while I remain in Australia on a visa issued for the purposes of studying at the College/University, whether or not I have completed the course or remain enrolled at the College/University.

WHILE I AM ENROLLED AT THE COLLEGE/UNIVERSITY

25. I agree to be bound by all the Rules and Regulations and any relevant policies of the College/University.
26. I must enrol in a study pattern that allows me to complete my course within the course duration set in my Confirmation of Enrolment (COE).
27. I agree to advise the College/University of my residential and postal address and mobile telephone number in Australia and of any change in my contact details.
28. If I am not the holder of a student visa, I understand that it is my responsibility to ensure that the visa I hold permits me to undertake the course in which I enrol at the College/University.

WHILE I AM COVERED BY A STUDENT VISA

29. As the holder of a student visa, I understand and agree to abide by all the requirements of the student visa.
30. I understand my obligation to, and I agree to, maintain Overseas Student Health Cover for the duration of the course.

APPLICABLE LAW

31. This agreement, and the availability of complaints and appeals processes, does not remove my right as a student to take action under Australia's consumer protection laws.
32. I understand that these terms are governed by the laws of New South Wales and I agree to submit to the non-exclusive jurisdiction of the courts of New South Wales.

I hereby undertake to abide by the College rules and policies and the University of Wollongong Act 1989 and the By-laws, rules and policies of the University (where applicable).

I have read, understood and agree to abide by the above terms and conditions. I consent to the use of my personal information as set out above. I declare that the information provided by me in the application is true and correct.

WARNING: It is an offence to submit fraudulent documentation in support of a course application. Where fraudulent documents are detected the application will be rejected, any offer of enrolment will be withdrawn, and the matter may be reported to relevant state and federal law enforcement agencies.

Applicant's signature

Date

Applications that are unsigned, or are not ticked to indicate that the applicant has read the above terms and conditions and undertakes to abide by the relevant rules and policies, will not be processed. Applications must be signed by the applicant personally. A third party must not sign on the applicant's behalf.

UNDERGRADUATE COURSE WORK APPLICATION FORM

RETURN TO

UniAdvice, Building 36
University of Wollongong
NSW 2522 AUSTRALIA

OR
submit to a UOW representative
in your country

FURTHER ENQUIRIES

Within Australia
1300 FOR UOW (1300 367 869)
Fax (02) 4221 3233
Email uniadvice@uow.edu.au
Web www.uow.edu.au

International
Telephone +61 2 4221 3218
Fax +61 2 4221 3233
Email uniadvice@uow.edu.au
Web www.uow.edu.au/future/international

OFFICE USE ONLY

Academic unit to complete				Advanced Standing (Specified)			
1. Is admission recommended: <input type="checkbox"/> Yes <input type="checkbox"/> No							
2. For the degree of: <input type="text"/>							
3. Commencing year: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Sess. <input type="checkbox"/> Aut <input type="checkbox"/> Spr <input type="checkbox"/> Sum							
Comments				Total			
				Advanced Standing (Unspecified)			
				100 Level			
				200 Level			
				300 Level			
				Total			
Faculty/UniAdvice assessment (Sub-Dean approval required for Honours applications.)							
Assessor <input type="text"/>		Signature <input type="text"/>		Date <input type="text"/>			
(Please print name)							
1st Offer		Conditions:		Notes:		Other notes/conditions	
Code <input type="text"/>	Dept <input type="text"/>	<input type="checkbox"/> ACO	<input type="checkbox"/> ATB	<input type="text"/>	<input type="text"/>		
Ad basis <input type="text"/>	Major <input type="text"/>	<input type="checkbox"/> CBK	<input type="checkbox"/> DEF	<input type="text"/>	<input type="text"/>		
Status <input type="text"/>	CPs <input type="text"/>	<input type="checkbox"/> ENG	<input type="checkbox"/> UQA	<input type="text"/>	<input type="text"/>		
Letter <input type="text"/>	FT/PT <input type="text"/>	<input type="checkbox"/> OJPF	<input type="checkbox"/> DIP	<input type="text"/>	<input type="text"/>		
Year <input type="text"/>	Session Fees <input type="text"/>	<input type="checkbox"/> OPR	<input type="checkbox"/> USC	<input type="text"/>	<input type="text"/>		
Session <input type="text"/>		<input type="checkbox"/> RCO	<input type="checkbox"/> WAM	<input type="text"/>	<input type="text"/>	Checked by <input type="text"/>	
2nd Offer		Conditions		Notes		Other notes/conditions	
Code <input type="text"/>	Dept <input type="text"/>	<input type="checkbox"/> ACO	<input type="checkbox"/> ATB	<input type="text"/>	<input type="text"/>		
Ad basis <input type="text"/>	Major <input type="text"/>	<input type="checkbox"/> CBK	<input type="checkbox"/> DEF	<input type="text"/>	<input type="text"/>		
Status <input type="text"/>	CPs <input type="text"/>	<input type="checkbox"/> ENG	<input type="checkbox"/> UQA	<input type="text"/>	<input type="text"/>		
Letter <input type="text"/>	FT/PT <input type="text"/>	<input type="checkbox"/> OJPF	<input type="checkbox"/> DIP	<input type="text"/>	<input type="text"/>		
Year <input type="text"/>	Session Fees <input type="text"/>	<input type="checkbox"/> OPR	<input type="checkbox"/> USC	<input type="text"/>	<input type="text"/>		
Session <input type="text"/>		<input type="checkbox"/> RCO	<input type="checkbox"/> WAM	<input type="text"/>	<input type="text"/>	Checked by <input type="text"/>	
English language				Previous Academic Qualifications			
<input type="text"/>				<input type="text"/>			
<input type="text"/>				<input type="text"/>			
<input type="text"/>				<input type="text"/>			
UOWC English offer (International applicants only)				UOWC Pathway offer			
Course <input type="text"/>	Length <input type="text"/>	Status <input type="text"/>		Course <input type="text"/>	Length <input type="text"/>	Status <input type="text"/>	
Admiss basis <input type="text"/>	Start date <input type="text"/>	Finish date <input type="text"/>		Admiss basis <input type="text"/>	Start date <input type="text"/>	Finish date <input type="text"/>	
Comments				Comments			
<input type="text"/>				<input type="text"/>			
<input type="text"/>				<input type="text"/>			

Office Use Only

Family name

Given name

Student number

Application number

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The University of Wollongong attempts to ensure that the information contained in this form is correct at the time of production (December 2011). However sections may be amended 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. UOW College is a registered business name of ITC Education Limited ABN 14 105 312 329. CRICOS No. 02723D. University of Wollongong CRICOS: 00102E