

International Student Application for Study Abroad or Exchange Program



THE UNIVERSITY OF QUEENSLAND AUSTRALIA

CRICOS Provider Number 00025B

INSTRUCTIONS

- Answer **all questions** in sections 1-13.
- Do not complete this form if you are an Australian/New Zealand citizen or an Australian Permanent Resident.
- Print clearly using **BLOCK LETTERS** and **tick boxes** where appropriate. Do not write in pencil. We cannot consider your application if it is incomplete or unreadable.

Office use only

Home institution

Institution email contact

1 Applicant's personal details

Applicant's name (as shown in your passport)

Family name:

Given names:

Gender Male Female

Date of birth D D M M 1 9 Y Y

UQ cannot accept responsibility for students under 18 years of age at program commencement and cannot approve care arrangements.

Applicant's citizenship

Country of birth:

Citizenship:

Your primary country of residence in the last three months:

State/Province:

Applicant's permanent address in home country (please provide a street address – not a PO Box address)

Number & street:

Suburb/town:

State:

Post/zip code:

Country:

Applicant's mailing address (if different from above)

Number & street:

Suburb/town:

State:

Post/zip code:

Country:

Applicant's contact details

Phone:

Mobile/cell:

Fax:

Email:

2 Proposed study and commencement date

I wish to apply for: Study Abroad Exchange Program → Please attach exchange letter from home institution.

Program commencement Semester 1 (Feb) Semester 2 (July) Year: 2 0

How long will you study at UQ? 6 months 12 months

a List the courses in which you wish to enrol See the UQ course catalogue online at www.uq.edu.au/study for course codes and titles.

Code	Title	Office use only

UQ Agent ID:

Email:

Official Educational Representative use only: Complete the following information to link the application to your agency and avoid delays.

Empl ID:

Appl ID:

Data entry date: D D M M 2 0 Y Y

Office use only

3 English proficiency

Proficiency in the English language is a requirement for admission to all programs at The University of Queensland. Please answer questions a, b, c & d.

a Is English your first language? Yes No

b Have you applied to study or are you studying at UQ's Institute of Continuing and TESOL Education (ICTE-UQ)? Yes No

c If your current level of English language proficiency does not meet UQ's English language entry requirements, and **all** other entry requirements are met, would you like to receive a Package Offer, which includes English language tuition at UQ's Institute of Continuing and TESOL Education (ICTE-UQ)? Yes No
If yes, please complete the ICTE-UQ application available at www.icte.uq.edu.au and return with this application.

d Please indicate below how you will meet UQ's English proficiency requirements. **One box must be checked.** Visit www.uq.edu.au/international/language-requirements

I achieved the required grade in an English subject listed in UQ's English entry requirements and evidence is attached.

I sat an academic IELTS, TOEFL or other English language proficiency test accepted by UQ and evidence is attached.

Enter the test date:

Note:

- Test results are only valid for two years from the date of the test. Test results must still be valid the month your UQ degree program starts or they cannot be accepted.
- UQ will not accept institutional TOEFL tests, photocopies or certified copies of examinees' TOEFL results. If you have not done so already, you must ask your TOEFL testing centre to send your official results to UQ. UQ's TOEFL code is 0987.
- If you sat an IELTS test and you can provide an IELTS Test Report Form (TRF) number you do not need to provide an official copy of your IELTS results to UQ.
My TRF number is:

I intend to sit an English proficiency test that is accepted by UQ on:

Other. Please provide details and attach documentation.

4 Academic qualifications for current studies

INSTRUCTIONS: Please provide details of your current studies. You should either (i) request the Registrar of your home institution to send one official transcript to the address in Section 13 of this form, or (ii) attach to this form original or officially certified copies of your transcript. A certified copy of an original document is one which has been certified as a true copy of the original document by an authorised representative of this University, a staff member of an Australian Education Centre, a university or college registrar, a headmaster, a Justice of the Peace or notary public, or an examining authority. A key/guide to the grading system **must** also be included. Documents not in English must be accompanied by official English language translations.

Program/Award	Institution name	Country	Attendance dates from	Attendance dates to	Completion/expected completion date
			<input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/>	<input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/>	<input type="text" value="D"/> <input type="text" value="D"/> <input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/>
			<input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/>	<input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/>	<input type="text" value="D"/> <input type="text" value="D"/> <input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/>
			<input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/>	<input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/>	<input type="text" value="D"/> <input type="text" value="D"/> <input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/>

Tick box if certified documents attached

5 Financial support

Will you be sponsored? No Yes → Please attach official documentation from your funding organisation, including duration of scholarship and what is paid by the scholarship eg. tuition, OSHC etc.

Do/will you receive a student loan? No Yes → Please provide details:

(eg. US Stafford loan)

6 Visa information

For further information, contact the Department of Immigration and Citizenship (DIAC) at www.immi.gov.au/contacts/visa-enquiries/students-visas.htm

Will you need to apply for an Australian student visa to study at UQ? Please tick the box which best reflects your current Australian visa status.

I do not have an Australian visa (student visa required).

I have an Australian student visa for another program (student visa required).

Other. Please provide details:

7 Student disability arrangements

The University has equity processes for students with disabilities or long-term medical conditions. If you have a disability or long-term medical condition that is likely to require services, equipment or facilities to assist you in your studies, please contact UQ's Disabilities Advisor: Email relax@uq.edu.au Phone + 61 7 3365 1704

8 Overseas Student Health Cover

It is a condition of a student visa that you maintain Overseas Student Health Cover (OSHC) for the duration of your studies in Australia. On your behalf, The University of Queensland can organise program-length cover with OSHC Worldcare, its preferred provider of OSHC.

- Yes, I would like UQ to arrange single rate OSHC for myself.
- No, I will make my own arrangements for the duration of my studies at UQ.
- I am a Swedish or Norwegian student covered by a government insurance scheme recognised by the Australian Government.

9 Academic transcripts

Please advise where you wish your UQ transcript semester results to be sent: Contact name:

Address (in most cases this should be your home institution):

10 Declaration and signature

I agree:

- to The University of Queensland (the University) communicating with me via electronic means;
- to notify the Study Abroad and Exchange Section if there is any change to the information I have given on this application;
- to permit the University to obtain my academic results from other institutions directly or through Qualsearch;
- to permit the University, its educational representatives, and business partners, to release my contact details, including information needed to maintain my lawful status if onshore, to a third party for essential University business, ie., DIAC, DEEWR, OSHC provider, International Education Services, on-campus accommodation providers, and UQ Alumni; and
- if any information provided by me is discovered to be untrue or misleading in any respect, I consent to the University collecting, storing and disclosing this information to Universities Australia (UA) and UA member institutions, the Australasian Conference of Tertiary Admissions Centres (ACTAC) and any other relevant authority.

I understand that:

- submitted documents supporting this application become the property of the University and will not be returned to me;
- my application will be destroyed six months after the proposed program commencement date if I do not enrol at the University or do not advise the University of an alternative commencement date;
- the University may vary or cancel any decision it makes if the information I have given is incorrect or incomplete;
- I am fully responsible for my educational and living expenses while studying at the University;
- neither the University nor the Australian Government is obliged or required to help me if I need financial assistance;
- it is my responsibility to ensure that the studies undertaken will meet the requirements of relevant statutory or professional bodies and tertiary institutions and will be recognised in countries in which I may wish to work; and
- information is collected on this form and during my enrolment in order to meet UQ's obligations under the *ESOS Act* and the *National Code 2007*; to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The authority to collect this information is contained in the *Education Services for Overseas Students Act 2000*, the *Education Services for Overseas Students Regulations 2001* and the *National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007*. Information collected about me on this form and during my enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Assurance Scheme and the ESOS Assurance Fund Manager. In other instances information collected on this form or during my enrolment can be disclosed without my consent where authorised or required by law.

I declare that the information I have given in this application is correct and complete.

Applicant's signature:

Date:

Signature of parent/legal custodian if student is under 18 years of age.

Parent's/legal custodian's signature:

Date:

11 Privacy statement

The University of Queensland (the University) complies with Australian and Queensland privacy laws and guidelines. The University treats information collected by it as confidential. Information supplied by you will only be used for the administrative or educational purposes of the University or in accordance with a specific consent given by you. The University will not make available to a third party any personal information supplied by you unless required or permitted by law. This may also occur where you have consented to the disclosure. The University may distribute aggregated statistical information for statutory reporting purposes but only in a form that will not identify any person individually.

12 Permission to release information

Note: the University will not release information to agents who are not UQ authorised educational representatives.

I authorise the person whose details appear below to be provided with information about the status of my application:

Family name:

Delegate's signature:

Date:

Given names:

Relationship to applicant:

Applicant's signature:

Date:

Date of birth:

CONTINUED OVERLEAF

13 Checklist

To ensure that there are no unnecessary delays in processing your application, tick each box when each item has been completed or attached:

- Proof of English language proficiency and ICTE-UQ application where necessary *see Section 3*
- Exchange students – letter from home institution *see Section 2*
- List of courses in which you wish to enrol *see Section 2a*
- Proof of English language proficiency *see Section 3*
- Certified copies of all transcripts of results, award certificates, grading systems, and translations (if required) *see Section 4*
- Provided contact and address details for UQ transcript *see Section 9*
- Have you signed the form? *see Section 10*
- Have you checked the current *UQ Study in Australia Prospectus* (available at www.uq.edu.au/studyabroad) for specific requirements and additional documentation required?

Please return your completed application and documentation to:
The Manager
Study Abroad and Exchange Section
Level 2, JD Story Building
The University of Queensland
Brisbane, Queensland 4072
Australia

Web www.uq.edu.au/studyabroad
Email studyabroad@uq.edu.au
Phone +61 7 3365 7941
Fax +61 7 3365 1794

This form can be downloaded via www.uq.edu.au/studyabroad

Office use only Study Abroad and Exchange Assessment

Assessed by

a Program and commencement

Program:	Admit term:
	No. semesters:

b Currently enrolled at an accredited tertiary institution Yes No

c Completed at least one full-time year of study Yes No

d Basis of assessment	Academic entry requirements met?			
	GPA	Document required	Provided	Certified
Academic qualification and institution			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

e English proficiency				Satisfied	<input type="checkbox"/> Yes	<input type="checkbox"/> No
IELTS:	OB	W	S	Date:	<input type="text" value="M M Y Y"/>	Verified <input type="checkbox"/> Yes <input type="checkbox"/> No
IBT:	OS	W		Date:	<input type="text" value="M M Y Y"/>	Original <input type="checkbox"/> Yes <input type="checkbox"/> No
TOEFL:	OS	TWE		Date:	<input type="text" value="M M Y Y"/>	Original <input type="checkbox"/> Yes <input type="checkbox"/> No

Other:

Comments:

f Study plan submitted Yes No

g Visa Application Office:

Decision Entry to: Conditionally approved Approved Not approved

Comments:

Signature:	Name (in BLOCK LETTERS):
	Date: <input type="text" value="D D M M Y Y"/>