

Application for Admission to a Postgraduate Coursework Degree

Name _____ Title _____ Given Name/s _____ Family Name _____	
On all official documentation your name will appear as Given Name/s, Family Name - if this is not how your name appears in your passport or birth certificate please print your name in the space below, as it appears on these documents	
Curtin Student ID (if previously a Curtin/WAIT Student)	
Email	Telephone
Course Number	
Course Title (eg. Master of Psychology)	
Major area of study (eg. Clinical Psychology)	

- International students applying to study **onshore in Australia** should complete an 'International Student Application for Admission' form
- International students applying to study **outside Australia** should complete this form
- Students applying to study **Doctoral and Masters Degrees by Research or Doctoral Degrees by Coursework** refer to www.research.curtin.edu.au/graduate/forms.html#admission
- **All other students** applying to study at a postgraduate coursework level are to complete this form

PERSONAL DETAILS

If your name has changed since you were last enrolled at Curtin/WAIT, please print previous name and provide certified evidence. (eg. Marriage Certificate)						
Are you a current Curtin student applying to switch courses? <input type="checkbox"/> Yes <input type="checkbox"/> No						
If yes, please state course number and title of course you are currently enrolled in.						
If you are a Curtin Staff member, please provide Curtin staff ID number.						
Date of Birth						<input type="checkbox"/> Male <input type="checkbox"/> Female
	Day	Month	Year			

CONTACT ADDRESS

Number and Street					
Suburb/Town					
State		Postcode	Country		

PERMANENT ADDRESS (if different from above) Note: A Post Office Box Number is **NOT** acceptable

Number and Street					
Suburb/Town					
State		Postcode	Country		

Which address do you have as your mailing address?		<input type="checkbox"/> Contact	<input type="checkbox"/> Permanent
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OTHER CONTACT DETAILS

Home Telephone		Work Telephone	
Mobile Telephone		Fax No.	
Email Address			

PERSONAL STATISTICAL DETAILS

The information below is used for the purposes of Government reporting.

What is your Citizenship or Residency Status? Please tick relevant category and where necessary provide dates.						
<input type="checkbox"/> Australian Citizen	<input type="checkbox"/> Australian Permanent Resident (Humanitarian Visa)	<input type="checkbox"/> Possess a Temporary Entry Visa (or diplomat or consular representative)				
<input type="checkbox"/> Australian Permanent Resident	<input type="checkbox"/> New Zealand Citizen (or diplomat or consular representative)	<input type="checkbox"/> Overseas student residing overseas during your studies				
Please indicate applicable Visa Subclass _____						
What date was residency granted? (applicable to Australian permanent residents including humanitarian)						
	Day	Month	Year			
In which country were you born?						
If you were not born in Australia what was your first year of arrival? (not applicable to overseas students residing overseas)						
	Year					
What is your country of citizenship?						
What is the main language spoken at your permanent home residence?						
Are you of Aboriginal descent?	<input type="checkbox"/> Yes	<input type="checkbox"/> No				
Are you of Torres Strait Island descent?	<input type="checkbox"/> Yes	<input type="checkbox"/> No				

MEDICAL/DISABILITY NEEDS

The information below is used to assist the University in monitoring, supporting and improving services to students with medical/disability requirements. Disclosing this information will not affect your admission to the University.	
Do you have a disability, impairment or long-term medical condition which may affect your studies?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If you answered yes to the above question, please indicate the type/s of disability <input type="checkbox"/> Hearing <input type="checkbox"/> Vision <input type="checkbox"/> Learning <input type="checkbox"/> Medical <input type="checkbox"/> Mobility <input type="checkbox"/> Other	
Would you like to receive information on support services, equipment and facilities available that may assist you?	<input type="checkbox"/> Yes <input type="checkbox"/> No

EDUCATIONAL QUALIFICATIONS

Please provide details of all formal studies that you have completed or those that you are currently undertaking. This information will be used to assess your eligibility for admission into Curtin.
You are required to supply an original or certified* copy of your academic award/s and transcript/s for all tertiary studies except those undertaken at Curtin. Academic records must contain an explanation of grading system descriptions.

QUALIFICATIONS FOR ENTRY

Educational Attainment	Name of Institution	Course Title (if applicable)	Year completed OR expected Year/Date of completion
Completed Higher Education Postgraduate level course			
Completed Higher Education Bachelor level course			
Completed Higher Education Diploma/Assoc. Degree level course (include courses taken overseas)			
Incomplete Higher Education course			
Completed TAFE/VET Award course			
Completed other Australian qualification or Certificate of Attainment or Competence eg. Nursing Registration, University Preparation Course			
Other Educational Qualification or Certificate of Attainment/Competence (including Secondary and Post-Secondary)			

ENGLISH LANGUAGE PROFICIENCY

As all courses are taught in English, applicants will need to meet Curtin's English language requirement. If your educational qualifications were not completed wholly or predominantly in English, please indicate what test/s you have sat (or intend sitting) and attach certified documentary evidence of results (as outlined on the checklist)

GCE 'O' level IELTS TOEFL
 CUTE ESL/ELACS Other (Please specify) _____

RECOGNITION OF PRIOR LEARNING

Would you like your qualification/s to be assessed for Recognition of Prior Learning? Yes No

If yes, you are required to submit an Application for Recognition of Prior Learning with your application.
This form can be downloaded from www.prospective.curtin.edu.au

COURSE INFORMATION

How do you intend to study? Full-time Part-time **Please check availability at www.handbook.edu.au**

What is your intended study mode? Internal Fully online Partially online External*

Do you intend studying at an Australian Campus? Yes No

If Yes, What Campus eg. Bentley, Perth City Campus _____

Note: *Students studying externally can only do this through the Bentley Campus

Do you intend studying at a Partner Institution? Yes No

If Yes, please indicate name of Institution and Campus _____

When do you wish to commence studies?

Year

Study Period
(eg. Semester 1, Trimester 1)

EMPLOYMENT DETAILS (To be completed if applying for a postgraduate course where work experience is an entry requirement).

Employer/Company Name			
Address			
Contact Name		Telephone No.	
Position currently held and brief description of your duties			

FURTHER INFORMATION

Note: Submission of supplementary information to your postgraduate application varies across courses. Applicants are advised to refer to the Application Guidelines and submit relevant supporting documentation. Guidelines and Supplementary Forms are available from www.postgrad.curtin.edu.au

APPLICANT'S DECLARATION AND SIGNATURE

I declare that I have read the instructions on this application form and that the information I have provided is complete and correct.

I understand that the information collected on this form is to enable Curtin University of Technology to assess my application, create a record on its student database, undertake statistical analysis, meet statutory reporting requirements and further inform me about the course to which I am applying as well as the University's other courses/events. The information will be accessed by officers of the University strictly for these purposes and disclosed to State and Australian Government agencies (eg. DES, DEST) where required by law and to contractors (such as mail houses) engaged by the University to perform services on its behalf. Where personal information is to be provided to contractors, the University will require that confidentiality agreements be first entered into.

I understand that if I do not complete all the questions on this form, it may not be possible for the University to process my application.

I authorise Curtin University of Technology to obtain further academic information or official student records from any educational institution or recognised educational qualifications assessment body necessary and/or, where my work experience is relevant, to verify my employment history for the purpose of making an informed decision about my application.

I understand that the services of QualSearch may be engaged to verify my qualifications. I further understand that Curtin is not responsible if any educational body/institution does not supply these records, that the results of this search may be made available to me on request and an audit of this authority may also be undertaken.

I understand that I have the right to access and amend personal information that Curtin holds about me, subject to legislation, by contacting the Freedom of Information Coordinator at foi@curtin.edu.au.

I acknowledge that Curtin University of Technology reserves the right to vary or reverse any decision regarding admission made on the basis of incorrect, incomplete or fraudulent information.

Signature

Date

PRIVACY STATEMENT

At Curtin University of Technology, the privacy of our students, staff and the people we deal with is very important to us. Much of the information that the University collects in order to provide the services that it does, is "personal information". For details of how the University will use, disclose and protect your personal information please refer to <http://about.curtin.edu.au/privacy.html>

HOW TO APPLY

Important Checklist to ensure a quick response to your application.

- Please print clearly in black ink and complete all questions correctly.
- Please familiarise yourself with Application Guidelines at www.postgrad.curtin.edu.au which may relate to the course you are applying for. The Guidelines will advise you on any other documents you need to submit as part of your application eg. Referee Reports, Employer Reports, Resumes, Portfolios etc.
- Enclose original or certified* copies of all previous qualifications including award certificates (if applicable) and academic transcripts with grading system descriptions.
- Enclose Application for Recognition of Prior Learning if applicable.
- If you are a Permanent Resident, please include certified* proof of residency status.
- If your previous studies do not meet Curtin's standard English requirements, enclose certified* copies of your English language qualification or details of English language proficiency. Refer www.prospective.curtin.edu.au
- Enclose certified* copy of evidence for change of name.
- Prior to making an application please familiarise yourself with any Specific Requirements which relate to the course you are applying for. Refer to www.handbook.curtin.edu.au
- Read and sign the Applicant's Declaration.

Lodging your application

Please complete this form and return to the relevant Divisional Student Services Office. Application processing times can vary and will be dependant upon the time of year the Application is submitted, however as a guide Applications are usually acknowledged within 14 days. IMPORTANT: If you apply by fax or email, offers can only be made once original or certified documentation and your original signature are sighted by Curtin staff. Facsimile copies of documents are not acceptable. Supporting documentation will need to be mailed once a conditional offer has been made.

Documents

*Certified means witnessed by a Curtin Representative, a Notary Public, Commissioner for Declarations, Justice of the Peace or the Academic Registrar of the Institute that issued the transcript. For further information refer to the Guidelines on Certification www.prospective.curtin.edu.au/howto/applydirect.html

Closing dates for applications

To confirm the closing dates, please check the website www.prospective.curtin.edu.au or contact the University's Admission Centre. Note: Admission to some courses is highly competitive, and applicants are encouraged to submit their application as early as possible.

Please submit your Application to the relevant Divisional Student Services Office

Bentley Campus, Kent Street, Bentley	Telephone	Fax	City and Regional Campuses	Telephone	Fax
Centre for Aboriginal Studies, Building 211	9266 7091	9266 2888	Kalgoorlie Campus WA School of Mines (Postgraduate) Locked Bag 22 Kalgoorlie WA 6433	9088 6000	9088 6151
Centre for Regional Education, Building 610, Technology Park	9266 1269	9266 4801			
Curtin Business School (Postgraduate), Building 407	9266 7715	9266 7556	Northam Campus Muresk Institute Locked Bag 1 Northam WA 6401	9690 1530	9690 1500
Division of Engineering, Science and Computing, Building 314	9266 4600	9266 4606			
Division of Health Sciences, Building 400	9266 4583	9266 4593	Perth City Campus Graduate School of Business Curtin University of Technology 78 Murray Street Perth WA 6000	9266 3460	9266 3368
Division of Humanities, Building 209	9266 3400	9266 3345			
Division of Resources and Environment, Building 314	9266 4600	9266 4606			
If posting your application please send to relevant Divisional Student Services Office at the following postal addresses			For general admission enquiries please contact		
Curtin University of Technology GPO Box U1987 Perth WA 6845			University Admission Centre Email: postgrad@curtin.edu.au		
			9266 7805 9266 4108		

To assist us in evaluating the effectiveness of our marketing strategies, please indicate how you heard about the Course you are applying for.

<input type="checkbox"/> Prospectus	<input type="checkbox"/> Website	<input type="checkbox"/> Newspaper Advertisement	<input type="checkbox"/> Recruitment Event
Other (please give details)			

CURTIN USE ONLY To be completed by Authorised staff
Qualification Assessment

Authorised Officer please indicate status of applicant

- Qualified
- Not Qualified
- Qualified with conditions
 - Subject to provision of certified documents
 - Subject to providing final transcripts and award certificates
 - Subject to satisfying the University English competency requirements
 - Subject to successful completion of current studies qualification
 - Other _____

Please indicate the relevant liability category

- International Student-Offshore Domestic Fee Paying International Student-Partner Commonwealth Supported

Name and Signature of Authorised Officer: _____

BASIS OF ADMISSION

✓	Please indicate the Basis for Admission	Highest Level of Attainment
	School Leaver - TEE	Secondary Education
	Completed University Qualification	Bachelor/Postgraduate
	Completed VET (TAFE) Qualification	TAFE Award
	Completed one full-time semester (or equivalent) at University	Incomplete course
	Mature Age - TEE	Other Qualification
	STAT Test	
	Completion of Extension Units	
	Completion of 2 OUA Units	
	University Bridging/Foundation Program	
	Completed Private Provider Qualification (AQF)	
	Special Consideration	
	Special Matriculation	
	Completed Registered General/Mental Health Nurse	
	International Year 12 equivalent	
	International Post-Secondary qualification	
	Employment experience	

Non-Standard Entry Special Consideration Matriculation BOTPL

(Application and supporting certified documents to be sent to the University Admission Centre for assessment)

Please indicate your reason for Recommendation for Matriculation or Special Consideration

Authorised Officer: _____ Date: _____

UNIVERSITY ADMISSION CENTRE

- Approved Not Approved
- Approved with Conditions _____

Authorised Officer Name _____

Signature _____

Date of approval _____ Matriculation No: _____