

International Student Study Abroad and Exchange Application Form

Instructions to Applicants

READ THESE INSTRUCTIONS CAREFULLY BEFORE YOU COMPLETE THE APPLICATION FORM

Complete all questions, sign and date the application form. Please complete this application in English.

- Please use BLOCK LETTERS
- Please tick the appropriate boxes

All sections of the application must be completed and relevant documentation attached. Should you have any questions regarding this application please email studyabroad@swin.edu.au

APPLICATIONS DUE

31 October for Semester 1 (February – July)

30 April for Semester 2 (August – November)

Late applications will be considered on a case-by-case basis.

ACADEMIC HISTORY

In addition to completing this section, you are required to submit a current academic history or transcript of results. If your home institution is unable to provide a transcript in English, please attach a certified translation with your transcript.

SWINBURNE STUDY PLAN

Before you complete this section, please ensure you have viewed the Swinburne CourseSearch website and Swinburne Timetable website. Unit (subject) listings are available here: <http://courses.swinburne.edu.au/Subjects/BrowseSubjectInternational.aspx>
Check when the unit of study is available here: <http://allocate.swin.edu.au/aplus/ap timetable>

It is important that you ensure that you meet any prerequisites for units of study that you nominate. You also need to ensure that the units of study you will request will be available in your nominated semester/s.

DESIGN STUDENTS

Students wishing to study design units which have prerequisites are required to submit a portfolio of work upon application.

For more information on portfolio requirements please go to: www.international.swinburne.edu/edabroad/incoming/apply

ENGLISH PROFICIENCY

This section is to be completed by students whose first language is not English. You are required to submit evidence of your English Proficiency by attaching your official TOEFL or IELTS test score, evidence that your home institution teaches in English or other evidence as per the agreement between your home institution and Swinburne.

For more information about required English proficiency test scores please go to:

www.international.swinburne.edu.au/courses/requirements/index.html

MANDATORY HEALTH INSURANCE COVER

Australian Government regulations require that all international students studying in Australia take out Overseas Student Health Cover (OSHC).

When you officially accept your offer Swinburne will arrange OSHC for you. You will be advised of the cost in your Offer Letter. Under a reciprocal government agreement Swedish and Norwegian students are not required to have OSHC.

STUDY ABROAD CERTIFICATE OF SPECIALISATION

Students wishing to apply for the Study Abroad Certificate of Specialisation must choose a minimum of 2 units from a single discipline area.

For more information on requirements please go to: www.international.swinburne.edu.au/study-abroad/incoming/index.html

EXCHANGE STUDENTS

Under the agreed reciprocal arrangements between Swinburne and partner institutions, approved exchange students have a tuition fee waiver for their study abroad program.

PRIVACY STATEMENT

Information collected in this application is for the purposes of selecting participants for Swinburne Education Abroad Programs. Except as required by law, this information will be for Swinburne University of Technology use only.

Swinburne collects, uses and destroys your details in accordance with Swinburne's privacy policy which is available on Swinburne's website, www.swinburne.edu.au

If you have any queries in relation to your personal details, please contact Swinburne International on +61 3 9214 8000.

Please keep this page for your own records.



SWINBURNE
UNIVERSITY OF
TECHNOLOGY

Swinburne University of Technology International Student Study Abroad and Exchange Application Form

Representative/agent stamp

(if applicable)

SECTION A: PERSONAL DETAILS

Print your name as it appears in your passport. Please use BLOCK CAPITALS.

Title (Mr, Mrs, Miss, Ms) Gender Female Male Date of birth / /

Family Name/Surname (as shown in passport)

Given Names (leave spaces between names)

Country of birth

Citizenship (as shown in passport)

Copy of passport (photo page) attached? Yes No – I will forward a copy once available.

SECTION B: STUDENT CONTACT DETAILS

Permanent Address

Is this your postal address? Yes No

Number and street

City / Suburb

State Postcode / Zip

Country

Telephone

Email

Residential Address

Is this your postal address? Yes No Same as above

Number and street

City / Suburb

State Postcode / Zip

Country

Telephone

Email

SECTION C: PROGRAM DETAILS

Commencing semester Semester 1 (February – June 20__) Semester 2 (July – November 20__)

Program Exchange program Study Abroad program

Duration One Semester Two Semesters

Campus Lilydale Hawthorn Prahran

Are you applying for the Study Abroad Certificate of Specialisation?

Yes Discipline Area

Application

SECTION D: ENGLISH LANGUAGE PROFICIENCY

- English is my first language
- English is the language of instruction at my home institution
- My IELTS/TOEFL results are attached
- Letter from Home Institution in support of my English proficiency
- Other evidence as per agreement is attached

SECTION E: ACADEMIC HISTORY

Home Institution

Country

Home degree/program

Major/s

Expected date of graduation /

How many years have you completed?

SECTION F: EDUCATION ABROAD STUDY PLAN

The full-time study load at Swinburne is 50 credit points per semester. The Swinburne academic year is broken up into two semesters. Swinburne Abroad students will be studying in Semester 1 (February – June) or Semester 2 (July – November), or both. Please nominate at least 6 units of study per semester in order of preference. Check the prerequisites for any units of study you nominate at <http://courses.swinburne.edu.au/Subjects/BrowseSubjectInternational.aspx> Check when the unit of study is available at <http://allocate.swin.edu.au/aplus/aptimetable>

Swinburne unit code	Swinburne unit title	Do you meet the prerequisites?	Is the unit available in your nominated semester?
<i>Example: HAT110</i>	<i>Australia: A Global Context</i>	Yes	Yes

If you are planning to study for 2 semesters, indicate your second semester preferences below.

Swinburne unit code	Swinburne unit title	Do you meet the prerequisites?	Is the unit available in your nominated semester?
<i>Example: HAT110</i>	<i>Australia: A Global Context</i>	Yes	Yes

SECTION G: EDUCATION ABROAD ADVISOR/AGENCY AUTHORISATION

Please provide the contact name and details of the Education Abroad Advisor/Agency who is administering your Swinburne Abroad application. All future correspondence and documentation relating to your application will be sent to this person.

Name of institution/agent
Name of advisor
Email Telephone
Signature Date

SECTION H: CHECKLIST

- Complete and sign the Swinburne Abroad application form
 - Current academic history/transcript of results (must be in English or certified translation)
 - Proof of English language proficiency (if applicable)
 - Copy of passport (photo page)
 - Typed 250 word essay stating why you should be selected for the Program
 - Portfolio (if applying for the Faculty of Design)
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SECTION I: APPLICANT'S DECLARATION

1. I declare that the information submitted with this application is true and complete. I further declare that any tertiary academic results submitted are a complete record of all results I have obtained from every tertiary institution I have attended.
2. I acknowledge that failure to disclose my academic record may result in the University revoking an offer or terminating my studies at any stage.
3. I authorise the University to seek verification of my academic and professional qualifications, and work experience.
I understand that the University reserves the right to inform other tertiary institutions and regulatory agencies if any of the material presented to support my application is found to be false.
4. I understand that at the time of enrolment I will be required to supply originals of all documents used to support this application.
5. I acknowledge that the University reserves the right to alter any course, subject, admission requirement or fee without prior notice.
6. I understand that the personal information I have provided may be released to government agencies as required by law. I further understand that it may be disclosed to third parties for the purpose of progressing my application.
7. I understand that the University will correspond with me by electronic means.
8. I understand that it is my responsibility to ensure any study undertaken at Swinburne will earn credit to satisfy the requirements of my home institution.
9. I understand that it is my responsibility to be aware of the likely associated costs with my study program and able to make appropriate arrangements to finance my studies.

Signature of applicant: Date:

D	D	/	M	M	/	Y	Y	Y	Y
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Application Submission

If applying through your home institution or an agent, your representative must lodge your application on your behalf.

Electronic applications can be sent via email:

Study Abroad Applications: studyabroad@swin.edu.au

Exchange Applications: exchange@swin.edu.au

Hard-copy applications can be sent by post to:

Swinburne Abroad
Swinburne University of Technology
PO Box 218 Hawthorn
Victoria 3122
Australia

