

# application form

Please return your completed application form, documentation and application fee to:

Institut Ranke-Heinemann  
Schnutenhausstrasse 44  
45136 Essen  
Deutschland  
Tel.: 0049-201-252562  
info@ranke-heinemann.de  
www.ranke-heinemann.de

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

Institut Ranke-Heinemann  
Silberburgstraße 112  
70176 Stuttgart  
Deutschland  
Tel.: 0049-711-99338627  
lentz@ranke-heinemann.de  
www.ranke-heinemann.de

Institut Ranke-Heinemann  
Türkenstr. 70  
80799 München  
Deutschland  
Tel.: 0049-89-80954030  
muenchen@ranke-heinemann.de  
www.ranke-heinemann.de

Institut Ranke-Heinemann  
Grindelallee 91/ Martin-Luther-King-Platz 1  
20146 Hamburg  
Deutschland  
Tel.: 0049-40-43091358  
hamburg@ranke-heinemann.de  
www.ranke-heinemann.de

Institut Ranke-Heinemann  
Theresiengasse 32  
1180 Wien  
Österreich  
Tel.: 0043-1-4060224  
wien@ranke-heinemann.at  
www.ranke-heinemann.at

**THIS SECTION MUST BE COMPLETED**

STUDENT ID (OFFICE USE ONLY)

PAYMENT (TICK ONE): CHEQUE  MONEY ORDER  BANK DRAFT  VISA  MASTERCARD

FOR PAYMENT BY VISA / MASTERCARD:

CARD NUMBER

EXPIRY DATE MM / YY

CARDHOLDER'S NAME

SIGNATURE

FOR PAYMENT BY MONEY ORDER, CHEQUE OR BANK DRAFT:

- PLEASE ATTACH PAYMENT TO YOUR APPLICATION FORM.
- PLEASE MAKE PAYABLE TO 'FLINDERS UNIVERSITY'.
- ALL CHEQUES, MONEY ORDERS AND BANK DRAFTS IN AUSTRALIAN DOLLARS (AUD) ONLY

**TOTAL AMOUNT \$60.00 (AUD)**

APPLICATION FEE PAYMENT

Office Use Only Date Received

# FLINDERS UNIVERSITY

## Postgraduate Application Form

If you are a citizen of Australia or New Zealand or you have Australian Permanent residency - DO NOT USE THIS FORM

EDUCATIONAL AGENTS	AGENT STAMP
	
	AGENT EMAIL CONTACT <b>info@ranke-heinemann.de</b> <b>wien@ranke-heinemann.at</b>

**Please write clearly in capital letters**

We may contact you by post, email or telephone so it is important that you complete all your details. If you apply through an agent, please ensure your own contact details, including your email address, are provided. These should be different to those of your agent.

PERSONAL DETAILS	HAVE YOU PREVIOUSLY APPLIED TO FLINDERS UNIVERSITY?	YES <input type="checkbox"/> NO <input type="checkbox"/>
	IF YES, PLEASE GIVE YOUR STUDENT NUMBER	
	FAMILY NAME	
	GIVEN NAME	
	TITLE (TICK BOX)	MR <input type="checkbox"/> MRS <input type="checkbox"/> MS <input type="checkbox"/> MISS <input type="checkbox"/> DR <input type="checkbox"/> OTHER <input type="checkbox"/> .....
	GENDER	M <input type="checkbox"/> F <input type="checkbox"/>
	DATE OF BIRTH	DAY / MONTH / YEAR
	FULL NAME AS IT APPEARS ON PASSPORT	
	CITIZENSHIP	
	COUNTRY OF BIRTH	
	APPLICANT'S ADDRESS IN HOME COUNTRY	
		STATE
	COUNTRY	POSTCODE
	TELEPHONE NUMBER	FAX
	MOBILE NUMBER	
EMAIL*	<input type="text"/>	
*This is important as all correspondence will be sent to you via email		
APPLICANT'S ADDRESS IN AUSTRALIA (IF ANY)		
	STATE	
SUBURB	POSTCODE	
TELEPHONE	FAX	
MOBILE		

DISABILITY	DO YOU HAVE A DISABILITY WHICH REQUIRES SPECIAL CONSIDERATION?	YES <input type="checkbox"/> NO <input type="checkbox"/>
	REFER TO THE UNIVERSITY'S DISABILITY ACTION PLAN AT <a href="http://www.flinders.edu.au/ppmanual/EqualOpportunity/disability.html">www.flinders.edu.au/ppmanual/EqualOpportunity/disability.html</a>	

Please refer to the Postgraduate Prospectus for details of courses (semester availability, entry requirements, prerequisites and study mode)

COURSE PREFERENCES	PREFERENCES	DEGREE TITLE	STREAM/MAJOR	SEMESTER 1 OR 2 START	YEAR TO START	
	1ST PREFERENCE					
	2ND PREFERENCE					
	3RD PREFERENCE					
	ARE YOU COMING TO AUSTRALIA TO STUDY?		YES <input type="checkbox"/> NO <input type="checkbox"/>			
	IF NO, DO YOU WANT TO STUDY FULL TIME OR PART TIME					
	HAVE YOU APPLIED FOR A SCHOLARSHIP?		YES <input type="checkbox"/> NO <input type="checkbox"/>			
IF YES, WHICH SCHOLARSHIP?						

# FLINDERS UNIVERSITY

## Postgraduate Application Form

### Secondary and/or Tertiary courses

Please provide details of all secondary, university or other post-secondary courses you have *completed or commenced*. (Attach additional sheets if necessary)

EDUCATIONAL QUALIFICATIONS	COURSE TITLE (EG. YEAR 12, BACHELOR OF ARTS)	NAME OF INSTITUTION	LANGUAGE OF INSTRUCTION	START YEAR	FINISH YEAR	COMPLETED? YES/NO
FOR CURRENT COURSE: DO YOU EXPECT TO COMPLETE THIS COURSE?					YES <input type="checkbox"/>	NO <input type="checkbox"/>

Credit Transfer is a process which allows students to seek recognition for previous studies completed after high school. When we receive your credit transfer application we will compare the level and content of topics you have already completed with the syllabus and learning outcomes of topics in the Flinders' course you are about to undertake.

CREDIT TRANSFER	APPLICATIONS FOR CREDIT TRANSFER MUST BE ACCOMPANIED BY:	
	<ul style="list-style-type: none"> <li>• AN OFFICIAL TRANSCRIPT OF RESULTS FROM PREVIOUS STUDIES</li> <li>• A COPY OF THE SUBJECT DESCRIPTION FOR EACH SUBJECT AT THE TIME STUDIES WERE TAKEN (INCLUDING COURSE DESCRIPTION, NUMBER OF CONTACT HOURS, ASSESSMENT METHOD (EXAMINATIONS, ASSIGNMENT, PRACTICAL ETC) LANGUAGE OF INSTRUCTION AND FINAL ACADEMIC SCORE)</li> <li>• IF SUBJECT DESCRIPTIONS ARE IN A LANGUAGE OTHER THAN ENGLISH, PLEASE SUPPLY TRANSLATIONS</li> </ul> <p>STUDENTS MUST NOT CONSIDER EXEMPTIONS GRANTED UNTIL OFFICIAL NOTIFICATION FROM FLINDERS UNIVERSITY IS RECEIVED. REFER TO THE UNIVERSITY POLICY ON CREDIT TRANSFER AT <a href="http://www.flinders.edu.au/ppmanual/student/SecA.htm">www.flinders.edu.au/ppmanual/student/SecA.htm</a></p>	
ARE YOU SEEKING CREDIT TRANSFER FOR YOUR PREVIOUS POST-SECONDARY STUDIES?	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Do not complete the section below if you are a distance student

VISA DETAILS	ARE YOU CURRENTLY IN AUSTRALIA?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
	IF YES, STATE VISA TYPE (STUDENT/VISITOR ETC)		
	IF YES, AT WHICH INSTITUTION ARE YOU CURRENTLY STUDYING?		
	VISA EXPIRY DATE		
	WILL YOU BE APPLYING FOR A STUDENT VISA TO STUDY AT FLINDERS?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
	IF YES, ANSWER THE FOLLOWING:		
	A) ARE YOU LODGING YOUR STUDENT VISA APPLICATION IN AUSTRALIA?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
	IF YES, FROM WHICH STATE?		
	B) ARE YOU LODGING YOUR STUDENT VISA OUTSIDE AUSTRALIA?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
	IF YES, FROM WHICH COUNTRY?		
PLEASE ATTACH A COPY OF THE RELEVANT PAGE OF YOUR PASSPORT			

Please only list the work history that is relevant to the degree(s) for which you have applied, attach additional sheets if necessary. Applications for courses that ask for relevant work experience as part of entry requirements will need to be supported by letters from your past employer(s) outlining your duties and verifying your period of employment. Attach your curriculum vitae.

EMPLOYMENT HISTORY	OCCUPATION	EMPLOYER	YEARS EMPLOYED

# FLINDERS UNIVERSITY

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ENGLISH LANGUAGE PROFICIENCY	IS ENGLISH YOUR FIRST LANGUAGE?						YES <input type="checkbox"/>	NO <input type="checkbox"/>	(IF YES GO TO NEXT SECTION)
	ARE YOU CURRENTLY WAITING FOR ENGLISH LANGUAGE TEST RESULTS?						YES <input type="checkbox"/>	NO <input type="checkbox"/>	
	PLEASE FILL OUT WHAT APPLIES TO YOU:								
	IELTS	OVERALL SCORE:	SPEAKING:	WRITING:	READING:	LISTENING:	TEST DATE		
	TOEFL	OVERALL SCORE:	TYPE OF TOEFL TEST:		PBT <input type="checkbox"/>	CBT <input type="checkbox"/>	iBT <input type="checkbox"/>	TEST DATE	
	TWE	OVERALL SCORE:							
	GCE ORDINARY LEVEL ENGLISH GRADE						YEAR		
	COMPLETED AUSTRALIAN YEAR 12						YEAR		
	PREVIOUS TERTIARY STUDIES UNDERTAKEN IN ENGLISH (MINIMUM OF 1 YEAR) IN AN ENGLISH SPEAKING COUNTRY						YEAR		
	I WILL BE STUDYING AT AN APPROVED ENGLISH LANGUAGE PROVIDER (NOT ALL ENGLISH LANGUAGE PROVIDERS WILL BE ACCEPTED)						YES <input type="checkbox"/>	NO <input type="checkbox"/>	
FOR MORE INFORMATION REGARDING APPROVED ENGLISH LANGUAGE PROVIDERS SEE <a href="http://www.flinders.edu.au/international">www.flinders.edu.au/international</a>									

**DEPENDENT INFORMATION:**  
If you plan to bring your family/children with you, please see the pre-departure guide at [www.flinders.edu.au/international-students/predepartureguide](http://www.flinders.edu.au/international-students/predepartureguide)

**CONDITIONS RELATING TO INTERNATIONAL STUDENTS:**  
Refer to the University's full set of policies at [www.flinders.edu.au/ppmanual/](http://www.flinders.edu.au/ppmanual/) and the Refund Policy at [www.flinders.edu.au/ppmanual/student/SecG.html](http://www.flinders.edu.au/ppmanual/student/SecG.html)

**PROXY:**

• IF YOU WISH SOMEONE ELSE CURRENTLY IN AUSTRALIA TO ENQUIRE REGARDING YOUR APPLICATION PLEASE SUPPLY THE FOLLOWING:

FULL NAME		DATE OF BIRTH	
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**I AGREE:**

- TO COMPLY WITH THE RULES ON ADMISSION AND ENROLMENT OF FLINDERS UNIVERSITY
- TO INFORM THE INTERNATIONAL OFFICE IMMEDIATELY IF THERE IS ANY CHANGE TO THE INFORMATION I HAVE GIVEN IN THIS APPLICATION
- SHOULD I SUBSEQUENTLY DECIDE TO CHANGE AGENTS, I WILL NOTIFY MY FORMER AGENT AND FLINDERS IN WRITING OF MY DECISION
- TO ALLOW FLINDERS UNIVERSITY PERMISSION TO CHECK MY VISA ENTITLEMENTS VIA DIAC'S ENTITLEMENT VERIFICATIONS ONLINE

**I UNDERSTAND THAT:**

- THE UNIVERSITY MAY OBTAIN OFFICIAL RECORDS FROM ANY INSTITUTION WHICH I HAVE PREVIOUSLY BEEN ENROLLED
- THE UNIVERSITY MAY VARY OR CANCEL ANY DECISION IT MAKES IF THE INFORMATION I HAVE GIVEN IS INCORRECT OR INCOMPLETE
- THE UNIVERSITY NEED NOT RE-ENROL ME IF I DO NOT COMPLETE MY STUDIES SATISFACTORILY EACH YEAR
- I AM FULLY RESPONSIBLE FOR MY EDUCATIONAL AND LIVING EXPENSES WHILE STUDYING AT THE UNIVERSITY
- THE UNIVERSITY IS UNABLE TO PROVIDE ME WITH FINANCIAL ASSISTANCE IF I EXPERIENCE FINANCIAL DIFFICULTIES DURING THE COURSE OF MY STUDIES

I HAVE READ AND UNDERSTOOD THE CONDITIONS RELATING TO INTERNATIONAL STUDENTS SECTION OF THIS APPLICATION FORM  
I CONSENT TO THE COLLECTION, STORAGE AND DISCLOSURE OF INFORMATION RELATING TO RECORD FALSIFICATION OR OTHER IRREGULAR ACTS IN ACCORDANCE WITH AUSTRALIAN VICE CHANCELLORS' COMMITTEE PROCEDURES

**I DECLARE THAT THE INFORMATION GIVEN IN THIS APPLICATION IS TRUE AND CORRECT:**

SIGNED		DATE	
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**APPLICATION CHECKLIST**  
Please provide the following, as appropriate:

<input type="checkbox"/>	COMPLETED APPLICATION FORM, SIGNED AND DATED
<input type="checkbox"/>	ENGLISH LANGUAGE TEST RESULTS (E.G. IELTS, TOEFL)
<input type="checkbox"/>	ACADEMIC TRANSCRIPTS, INCLUDING GRADING SYSTEM (CERTIFIED TRUE COPIES)
<input type="checkbox"/>	TRANSLATIONS OF YOUR ACADEMIC QUALIFICATIONS (CERTIFIED TRUE COPIES)
<input type="checkbox"/>	DETAILED COURSE OUTLINES OF PREVIOUS STUDY IF YOU SEEK CREDIT
<input type="checkbox"/>	COPY OF YOUR PASSPORT, IF AVAILABLE
<input type="checkbox"/>	APPLICATION FEE, AUD\$60

\*Certified true copies of originals are required of all official documents. Copies can be certified by any official agent of the University, the Australian Embassy, any officer of the Court such as a Justice of the Peace or a Commissioner of Oaths, or by the School or University where your study was completed.