

**AUSTRALIA**

Read this application carefully. Complete all sections and ensure that supporting (certified) documents are attached. Please write in BLOCK LETTERS using a blue or black pen. Please tick where applicable.

**Personal details**

 Have you been previously enrolled at La Trobe University?  Yes  No If yes please provide your student number \_\_\_\_\_

 Title (Mrs, Ms, Miss, Mr, Dr, etc.) \_\_\_\_\_ Family name \_\_\_\_\_  Male  Female

 Given name(s) \_\_\_\_\_ Date of birth 

d	d	/	m	m	/	y	y
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**Residency and other information**

Country of birth \_\_\_\_\_ Citizenship \_\_\_\_\_ Passport number (if available) \_\_\_\_\_

 Are you currently living in Australia?  Yes  No If no, country from which are you applying \_\_\_\_\_

 Are you a permanent resident of Australia?  Yes  No If yes, you will be required to apply as a domestic student. See: [latrobe.edu.au/school/apply](http://latrobe.edu.au/school/apply)

 Current Australian visa number as shown on your visa label (if applicable) \_\_\_\_\_ Expiry date 

d	d	/	m	m	/	y	y
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 Visa type  Student  Visitor  Spouse  Other S \_\_\_\_\_ subclass number \_\_\_\_\_

 If you hold a current passport and/or an Australian visa, you **must** include a copy with this application.

**Student's current personal address**

Number and Street \_\_\_\_\_

Suburb/Town \_\_\_\_\_ City/State \_\_\_\_\_

Country \_\_\_\_\_ Post/Zip code \_\_\_\_\_

Telephone \_\_\_\_\_ Mobile/Cell phone (compulsory) \_\_\_\_\_ Email (compulsory) \_\_\_\_\_

**Agent contact details** (if applicable)

Institut Ranke-Heinemann Schnutenhausstrasse 44 45136 Essen Deutschland Tel.: 0049-201-252552 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
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 Documentary evidence of qualifications claimed **must be attached** including a full academic transcript (statement of results and evidence of successful completion). Documents not in English must be accompanied by certified translations. Please also describe any current studies you are undertaking.

Name of home institution \_\_\_\_\_ Country \_\_\_\_\_

Title of degree or major (if known) \_\_\_\_\_

 Degree commencement date 

d	d	/	m	m	/	y	y
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 Expected completion date 

d	d	/	m	m	/	y	y
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Current units which do not appear on your transcript:

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 Are you currently completing:  
 High/secondary school?  Yes  No an Undergraduate program (Bachelor)?  Yes  No a Postgraduate program (Master's)?  Yes  No

**English language proficiency** - Please tick where applicable and attach documentary evidence

**English skill** Is English your first language?  Yes  No

 Have you studied at secondary or post-secondary level with English as the medium of instruction in the past two years?  Yes  No  
 If yes, please provide evidence.

**English language course** Are you planning to enrol, or are you enrolled in an English language course in Australia or at La Trobe Melbourne?  Yes  No  
 Please see La Trobe-approved English language course providers: [latrobe.edu.au/international/apply/how-to/english](http://latrobe.edu.au/international/apply/how-to/english)

 Expected start date 

d	d	/	m	m	/	y	y
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 Expected duration \_\_\_\_\_ Expected completion date 

d	d	/	m	m	/	y	y
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Level \_\_\_\_\_ Institution \_\_\_\_\_

**English test** Have you taken an English test in the past two years? (e.g. IELTS, TOEFL, PTE, CAE, CPE)\*  Yes  No If yes, please provide test name and date below and submit results as soon as they are available.  
 If no, do you plan to take a test?  Yes  No

 Test name \_\_\_\_\_ Test date 

d	d	/	m	m	/	y	y
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Test report form number \_\_\_\_\_ esuIR \_\_\_\_\_

 \*Please note: some courses have higher English language requirements. La Trobe University also accepts other English language tests. See: [latrobe.edu.au/international/apply](http://latrobe.edu.au/international/apply)

## Study Abroad program

I wish to study at La Trobe University for:  One semester  Two semesters Commencing:  Semester 1 (February – June)  Semester 2 (July – October)

### For students taking the Study Abroad program (Postgraduate Business Administration)

I wish to study at La Trobe University for:  One term  Two terms Commencing:  Term 1 (January)  Term 2 (April)  Term 3 (June)  Term 4 (September)

**Edge of the Outback photography short course (short course fee applies):** I wish to attend the Edge of the Outback short course in:  June  July

Please note: in the study plan table below, please write VPAIEOB in the subject code field and EOTO in the subject name field.

## Study plan

List, in order of preference, the subjects you would like to study at La Trobe. Be sure to list the correct subject code (refer to the online Subject Guide for details). Mark with an asterisk (\*) any unit your home institution requires you to take at La Trobe University. Choose units from one campus only.

Subject code	Subject name	Credit points	Semester	Campus (one only)	LTU approval	Alternative units
1					INTERNAL USE	
2						
3						
4						
5						
6						
7						
8						

Please note: If you are applying for more than one semester or wish to list more subjects please use a separate sheet.

## Research Study Abroad candidates only

Name of proposed La Trobe supervisor: \_\_\_\_\_ Commencing:  Semester 1 (February – June)  Semester 2 (July – October)

Proposed start date   /   /   Proposed end date   /   /   Please attach a 300-word research proposal

**How did you hear about us?** Please indicate where you first heard about La Trobe University

- Internet (includes University or other websites)  Education Agent  Education Exhibition  Australian Education Centre  Australian Embassy  Friends  Family
- Event (name event)  Advertisement/Article (name publication)
- Other (please specify)

## Declaration and agreement

I am not a permanent resident or citizen of Australia, nor a citizen of New Zealand.

I am aware of the conditions relating to my admission into La Trobe University.

I declare to the best of my knowledge that the information supplied on this application form and all supporting documentation is correct and complete, and that any supplementary application documents (personal statement, folio or additional requirements) are my own work. I acknowledge that La Trobe University reserves the right at any stage to vary or reverse any decision regarding admission or enrolment which has been made on the basis of incorrect, fraudulent or incomplete information. Giving false or misleading information is a serious offence under the Criminal Code Act 1995 (Australia). I authorise the University to seek verification of my academic and professional qualifications, and work experience.

I acknowledge the University reserves the right not to offer any course or subject and to restrict the number of enrolments in any course or subject. The University also reserves the right to vary courses, subjects, the mode of delivery, assessment and admission requirements at any time without notice and at its discretion.

I acknowledge La Trobe University places restrictions on program and institution transfers and that I may not be permitted to change my program or institution without permission.

I consent to the University using and disclosing my personal information under the conditions relating to the Refund Policy and Privacy Statement as set out at: [latrobe.edu.au/international/apply](http://latrobe.edu.au/international/apply)

Information I have provided on this form and during enrolment may be made available to the Australian Government, state agencies and other designated authorities under the ESOS Act 2000 and the National Code 2007. Information about me can be disclosed without my consent where authorised or required by law. I further understand that La Trobe University, as an

education provider, is required to provide information about my enrolment to the Department of Immigration and Citizenship (DIAC) upon request. 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. If sponsored by a government body or private institution, I give La Trobe University permission to provide my sponsor with information about my application, enrolment and academic progress.

I authorise the University to disclose information relevant to my application and enrolment to the University's preferred OSHC provider and other third parties for the purposes of arranging my OSHC, progressing my application and enrolment, and administering my course. I also authorise La Trobe University to access the DIAC's Visa Entitlement Verification Online System (VEVO) to obtain information on my visa status.

I understand the fees listed in this publication are an estimate only based on the subjects in which I enrol and will vary depending on the subject and the actual subject enrolment load. I agree to pay all fees for which I am liable. I acknowledge that the tuition fee is exclusive of the cost of text books, health insurance or living expenses such as food, accommodation, transport and medical costs. Details on any additional costs can be found within course descriptions on the La Trobe University website: [latrobe.edu.au/courses](http://latrobe.edu.au/courses)

I acknowledge that tuition and other fees are subject to change each year. The University reserves the right to vary fees on an annual basis. Tuition fees will not normally rise above seven per cent per year. Should the University decide to increase its fees, that increase will take effect on 1 January of the following year.

I understand that if I have any school-aged children or dependants accompanying me to Australia, they must attend school and I will be required to pay a full fee if they are enrolled either in a government or non-government school (see page 27).

I have completed all sections of the application form.

I accept that this application and supporting documentation become the property of La Trobe University and are not returnable.

I understand this agreement does not remove my right to take further action under Australia's consumer protection laws.

I have read and I understand the declaration above.

**Applicant's (student's) signature:**

Date   /   /

### Check list

- Have you answered **all** questions?
- Have you attached original or certified copies of all necessary documents?
- Have you attached certified English translations of documents not in English?
- If applying for Advanced Standing (credit), have you attached syllabus/curriculum details (e.g. handbook entry)?
- Have you signed and dated the application?
- Have you kept a personal copy of all documents?

### Contact details

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