

2012

POSTGRADUATE RESEARCH INTERNATIONAL STUDENT APPLICATION FORM



THE UNIVERSITY
of ADELAIDE

Read the Application Instructions on page 4 carefully before completing this form.

An A\$100 application fee must accompany this application (an exemption may apply for government/externally sponsored students). The non-refundable fee must be paid either (a) in the form of a bank draft payable to 'The University of Adelaide' or (b) by credit card.

Cash, personal cheque, or credit cards other than those stated are not accepted. This application will not be processed until the application fee is paid as specified.

APPLICATION FEE

Bank draft of A\$100 attached

Credit card payment of A\$100 authorised below: Visa Mastercard American Express

Card No. Exp. Date (mth/yr) /

Cardholder's Name _____ Cardholder's Signature _____

Voucher Number (if applicable)

Official agent stamp - event application received



List of official agents at www.international.adelaide.edu.au/apply Applications from other agents are not accepted and will not be processed.

OFFICE USE ONLY

1 PERSONAL DETAILS

If you have previously enrolled at, or applied to this University, please state your student/application number: ID no:

Surname/family name:

Given/personal name(s):

Gender: Female Male

Title: Mr Ms Miss Mrs Other (please specify):

Date of birth (day/mth/yr): / /

Country of citizenship:

Country of birth:

If you are an Australian Permanent Resident or completing an Australian Year 12 qualification do not fill in this form. Refer to *Application Instructions on page 4*.

What Australian Visa will you be studying on? Student Visa Another type of Temporary Resident Visa

If not a Student Visa, attach certified copy of the visa from your passport. It is your responsibility to ensure that this visa allows you to study and covers duration of the program you have applied for.

Permanent address in home country *Note: Your application cannot be processed if this information is not supplied as it is required by the Australian Government.*

Street:	Email:
	Agent email:
City:	Alternative email:
Country: Postcode:	Fax:
Telephone: (country code) (area code) (local number)	Mobile:

2 PROGRAM PREFERENCES AND COMMENCEMENT DATE

Check in the Postgraduate Research Prospectus for exact program title.

	Preference 1:	Preference 2:	Preferred semester start:
Program type	<input type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Clinical Dentistry <input type="checkbox"/> Education <input type="checkbox"/> Nursing	<input type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Clinical Dentistry <input type="checkbox"/> Education <input type="checkbox"/> Nursing	<input type="checkbox"/> Semester 1, February 2012 <input type="checkbox"/> Semester 2, July 2012 <input type="checkbox"/> Semester 1, February 2013
Academic program/area of study (Masters or PhD only) eg. Economics, Engineering			
Research interest eg. Public Economics, Power Electronics			
Mode of study (tick one box)	<input type="checkbox"/> On-campus study <input type="checkbox"/> Remote/offshore study (complete <i>Application for Remote Candidature</i> form at: www.adelaide.edu.au/graduatecentre/Forms/remote_candidature.pdf and attach it to this application)		

3 ENGLISH LANGUAGE PROFICIENCY

Scholarship applicants must provide evidence of their meeting the University's English requirements by the scholarship deadline.

Proficiency in English is essential for successful study at the University. All international applicants must demonstrate an acceptable level of English proficiency to gain admission to the University. Please refer to www.adelaide.edu.au/research-degrees/requirements/english_language for further information about English language requirements, then indicate below how you have met the requirements.

Certified results attached

IELTS (Academic) test undertaken in the 24 months preceding application. Date of test: / /

TOEFL test undertaken in the 24 months preceding application. Date of test: / /

First language is English (you may still be required to provide formal test results).

I will be sitting an IELTS (Academic)/TOEFL test on / / and will forward the results to the University as soon as possible.

I wish to enrol in a Pre-Enrolment English Program and have provided my IELTS (Academic)/TOEFL test result.

Other - please give details:

4 QUALIFICATIONS AND EXPERIENCE

Please provide details and documentation of all completed and/or current studies.

- Attach:**
1. Certified copies of all transcripts of academic results and award certificates, in the original language.
 2. An official explanation/guide to the grading system for any post-secondary studies.
 3. If the documents are not in English, they must be accompanied by an official certified translation in English.

A certified copy of an original document is one which has been certified by an official agent or a staff member of this University, a Justice of the Peace, a Notary Public, a university registrar, a police officer, or an examining authority, as a true copy of the original document.

TERTIARY QUALIFICATIONS

Qualifications (eg, Bachelor of Commerce)	Institution	Country	Year of commencement	Year of completion	Certified documents attached
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>

PROFESSIONAL QUALIFICATIONS AND MEMBERSHIP (if any)

Qualification/membership (eg, CPA Associate Member, Member of Institute of Engineers)	Institution	Country	Year qualified/awarded	Certified documents attached
				<input type="checkbox"/>
				<input type="checkbox"/>

RESEARCH/EMPLOYMENT EXPERIENCE (please list your current or the most recent employment first)

Position	Employer	Country	Years of service (eg, 2001-2004)

5 DETAILS OF RESEARCH BACKGROUND – BASED UPON YOUR HIGHEST DEGREE

Did your highest degree require you to undertake research and/or produce a formal thesis/dissertation? Yes No

If yes:

What proportion of your study was devoted to your research thesis/dissertation? Months (full-time) _____ Total course in months _____

Are you able to provide a PDF version, in English, of your dissertation if requested to do so? Yes No

Please enter the results/grade received for your thesis. GPA _____ % _____

Please attach a clear description of the research you have undertaken and highlight the outcomes (maximum 500 words). Documents attached

Please attach a list of up to five significant publications arising from your degree(s). Documents attached

Did your degree(s) provide any formal training courses/units into research methodology? Yes No

If yes: Please attach the names of the courses/units undertaken. Documents attached

6 RESEARCH PROPOSAL

Please state your area of research interest (from academic entries in the Postgraduate Research Prospectus) and the University staff member whom you have contacted about your proposed research topic:

Research topic: Staff name: Discipline/School:

Please attach:

- Copies of correspondence you have received from the named staff member.
- A 1-2 page research proposal addressing the research topic, brief literature survey, methodology, expected timeline and outcomes.
- A current curriculum vitae including details of your work/research experience and any relevant research publications.

Documents attached

**7 REFEREES** (The completed *Academic Referee's Confidential Report* proformas are required by the selection committee.

General letters of recommendation or open references are not accepted.)

List below the names and addresses of two referees who can comment confidentially on your academic and/or professional background. Please give your referees the *Academic Referee's Confidential Report* (included with the Postgraduate Research Prospectus or at www.international.adelaide.edu.au/apply/appforms) and ask them to send the completed reports to Adelaide Graduate Centre, The University of Adelaide, SA 5005, Australia or online at www.international.adelaide.edu.au/enquiries as soon as possible (but no later than the scholarship deadline if you wish to be considered for a scholarship).

Name (with title, eg. Dr/Prof/Ms)	Organisation	Email address	Phone/fax: Country code Area code Local number
			Phone: Fax:
			Phone: Fax:

8 FINANCIAL SUPPORT

International students must ensure that they have sufficient funds to meet the tuition fees and living costs. A sum of approximately A\$290-475 per week is recommended for living in Adelaide. **Please indicate your source of financial support while studying at the University of Adelaide:**

Self Family Loan Sponsored by: your employer home government other organisation

Evidence of sponsorship/scholarship attached

Name of sponsor:

Sponsorship awarded by:

Submission date: / / Deadline to receive offer letter if applying for external scholarship: / /

Scholarship Application: A limited number of scholarships are available from the University for exceptionally outstanding applicants. The scholarship selection is extremely competitive. For example, recent successful applicants for the University scholarships have usually had a research Master (or coursework Master with a substantial research component) from an internationally recognised university, and outstanding performance in the Master degree (eg. first-class honours, Distinction/A grades), plus publications in internationally refereed journals.

Do you wish to be considered for all scholarships for which you are eligible? Refer to www.adelaide.edu.au/graduatecentre/scholarships/international Yes No

Do you wish to study as a full-fee paying student if the scholarship application is not successful? Yes No

9 CHECKLIST

Your application cannot be considered unless all required documents are attached. Please ensure you have:

- | | |
|--|---|
| <input type="checkbox"/> Completed all sections of this application form. | <input type="checkbox"/> Attached the completed Remote Candidature Application form if applying for remote off-shore study - see Section 2 |
| <input type="checkbox"/> Paid the A\$100 application fee. | <input type="checkbox"/> Attached required additional documentation on your research background - see Section 5 |
| <input type="checkbox"/> Attached certified copies of all transcripts of academic results, award certificates, grading systems, and translations (if applicable) - see Section 4 | <input type="checkbox"/> Attached correspondence with University staff and 1-2 page research proposal - see Section 6 |
| <input type="checkbox"/> Attached certified copies of subject descriptions/syllabuses - see Section 4 | <input type="checkbox"/> Attached current CV including any research publications - see Section 4 |
| <input type="checkbox"/> Attached certified copies of IELTS/TCEFL/other English Language Proficiency results - see Section 3 | <input type="checkbox"/> Contacted your referees and requested their sending the <i>Academic Referee's Confidential Reports</i> to Adelaide Graduate Centre, University of Adelaide, SA 5005, Australia - See Section 7 |
| <input type="checkbox"/> Attached certified copies of any professional qualifications/memberships - see Section 4 | <input type="checkbox"/> Signed the declaration (a proxy cannot be authorised to sign on your behalf) - see Section 10 |
| <input type="checkbox"/> Attached evidence of sponsorship/scholarship (if applicable) - see Section 8 | <input type="checkbox"/> Made a copy of this application for your record and reference. |
| <input type="checkbox"/> Attached a certified copy of your visa (if not a student visa) - see Section 1 | |

10 DECLARATION AND SIGNATURE**I agree to:**

- Comply with the rules on admission, enrolment, fee payment and refunds of the University of Adelaide;
- Notify the Adelaide Graduate Centre if there is any change to the information I have given in this application for admission;
- Notify DIAC of any change which may result in changes to my visa;
- Permit the University to access my academic records from other institutions;
- Permit the University to disclose personal information collected from this application form to the relevant bodies for the verification and assessment of my previous qualifications; and
- Receive electronic communication and information from the University relating to my application.

I understand that:

- The documents submitted for my application become the property of the University of Adelaide and will not be returned to me;
- The University may vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information provided by me;
- The University reserves the right to inform other institutions, if any of the material presented to support my application is found to be false;
- The personal information that I have provided may be released to Australian Government and State agencies under the *Education Services for Overseas Students (ESOS) Act*;
- I am seeking temporary entry into Australia as a fee paying international student for education purposes only, and that I may not undertake part-time studies, nor full-time employment;
- I, or my sponsor, will be responsible for the full costs of the program for which I am seeking admission and for all travel and living costs;
- The University will not provide a subsidy to me for any costs incurred by, or on behalf of, my dependants; and
- I may be subject to different rules and conditions prescribed by the University and the Australian Government if I change my visa status.

I declare that I have read the *Application Instructions* on this application form and that the information provided by me in this application is true and complete in every detail.

I authorise the University of Adelaide to release personal information relevant to my application and visa documentation to the following official agent of the University of Adelaide (see list of official agents at www.international.adelaide.edu.au/apply)

Name of agent: Institut Ranke-Heinemann/ IDP

Signature of applicant: _____

Date: / /

11 IMPORTANT INFORMATION

In reviewing your application, the University seeks to establish that you have demonstrated the following skills:

- Understanding of research methodology appropriate to your discipline
- Technical skills required for research in your discipline (or commencing acquiring these skills)
- Ability to plan a small research project, collect and analyse data, draw conclusions from the analysis and finally present your findings in spoken and written formats.
- Ability to position your research in the context of current relevant literature

For this reason direct entry to a Doctor of Philosophy (PhD) from a purely coursework Masters degree is not permitted. Masters degrees containing a mixture of coursework and a research thesis may be acceptable provided the skills listed above can be demonstrated.

In completing your application you should highlight matters relevant to these skills.

APPLICATION INSTRUCTIONS

1. **Complete** this application form (see '*How to complete this form*' below).
2. **Attach** all required documentation and any fees (refer to checklist in Section 9 of the application form).
3. **Submit** the completed application form and required documentation:

Institut Ranke-Heinemann Schnutenhausstrasse 44 45136 Essen Deutschland Tel.: 0049-201-252552 info@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
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Admission and acceptance procedure

After assessment of qualifications and English language proficiency, successful applicants will receive an official written offer of a place from the University. Students must accept their place, in writing, by the deadline specified in their letter of offer, otherwise the offer may lapse.

If a conditional offer has been issued, and the applicant subsequently demonstrates that they have met the conditions, an email confirmation will be sent by the Adelaide Graduate Centre to the student. An updated offer letter will not be issued.

Unsuccessful applicants will be notified via email if they are not accepted into an academic program.

Students (or their sponsors) will be required to pay a deposit for tuition fees of A\$9,000, plus entire payment of student visa length Overseas Student Health Cover (OSHC). On receipt of these payments and fulfilment of any conditions of the offer, the University will send the documents necessary to apply for a student visa at the Australian Diplomatic Mission selected by the student, to the student or the nominated University official representative.

Consultation on research supervision

Before lodging the application, you must establish contact with a prospective supervisor who has indicated the relevant department/school's willingness to supervise the proposed research project.

Remote or off-shore/external candidature

If you are applying for remote or off-shore/external candidature, you must also complete the Application for Remote Candidature form downloadable at:

www.adelaide.edu.au/graduatecentre/forms/remote_candidature.pdf

Who should use this form?

You should use this form if you are an international student applying for full-time study in a postgraduate research program at the University of Adelaide.

Do not use this form if you are one of the following:

- a citizen of Australia or New Zealand
- a permanent resident of Australia

Instead you must apply directly to the Adelaide Graduate Centre:

www.adelaide.edu.au/graduatecentre/

How to complete this form

- Write clearly in ink using BLOCK LETTERS.
- Complete all sections from pages 1-3, including the Checklist in Section 9 and the Declaration in Section 10.

- An A\$100 application fee must accompany this application. An exemption may apply for government/externally sponsored students. The non-refundable fee must be paid either (a) in the form of a bank draft payable to 'The University of Adelaide' or (b) by credit card. Please indicate your payment details in the Application Fee section. Cash, personal cheque, or credit cards other than those stated are **NOT** accepted. **This application will not be processed until the application fee is paid as specified.**
- Attach all required documentation. **Your application cannot be considered unless all essential documents are attached.**

Certification and submission of documents

- Documentation submitted with the application must be certified. A certified copy of an original document is one which has been certified - *by an official agent or a staff member of this University, a Justice of the Peace, a Notary Public, a university registrar, a police officer, or an examining authority* - as a true copy of the original document.
- If the official transcript does not state the successful completion of the qualification, applicants must provide an original or certified copy of an official letter from the institution - issued by its central administration office, eg. Registry, Student Administration, Graduate School - confirming the completion. Letters from individual academic staff are not accepted.
- The University reserves the right to inspect and verify the originals of your qualifications and transcripts prior to and during your enrolment.
- Do not staple any attached documents. Clip all documents, preferably with a foldback clip, on top of page 3 of this application folder.
- The documents should be presented (in A4 format) in the same sequence as they are requested in the application form.
- All submitted documents become the property of the University of Adelaide and will not be returned to applicants.

Evidence of English Language Proficiency (ELP)

- You must include certified ELP evidence with your application or have applied to sit for IELTS/TOEFL at the time of application. Delay in providing such evidence may result in you not being able to commence in your preferred semester.

Change of application details

It is your responsibility to immediately advise the Adelaide Graduate Centre in writing of any change of application details, including personal information such as email address and name changes.

APPLICATION CLOSING DATES

Applications must be received by the International Office of the University on or before the following dates:

- | | |
|--------------------|---|
| 31 Aug 2011 | Postgraduate scholarships for Semester 1, 2012 |
| 1 Dec 2011 | Academic programs commencing Semester 1, 2012 |
| 1 May 2012 | Academic programs commencing Semester 2, 2012 and mid-year postgraduate research scholarships |

Note: Lengthier visa application processes apply to students from certain countries under the current Australian Government immigration regulations (see www.immi.gov.au). Students from Assessment Level 3-4 countries must submit their applications at least three months before the above application closing dates.

PLEASE KEEP A COPY OF THIS APPLICATION FOR YOUR OWN RECORD AND ANY SUBSEQUENT ENQUIRY.