



# International Application Form

Please complete this form if you are an international student applying to the University of Canberra (UC) and/or the University of Canberra College (UCC).

Please use CAPITAL BLOCK letters and tick the relevant boxes. Submission details are found on Page 4.

**PLEASE NOTE: Alternatively, you can apply online at <https://www.canberra.edu.au/applicant/connect/webconnect>**

## PERSONAL DETAILS

Have you previously applied to the University of Canberra (UC)?  or University of Canberra College (UCC)?

(Please tick relevant box)

If yes, please provide your previous ID (if known)

Preferred Title  Mr  Mrs  Miss  Ms  Dr  Other

Family Name

Gender  Male  Female

Previous Family Name

Date of Birth

Given Names First Name

Country of Birth

Citizenship (as per passport)

Visa Type  Student  Diplomat  Dependent  Other

Do you have an agent acting on your behalf? (If yes, please provide your agent details on page 2)  Yes  No

## PERSONAL CONTACT DETAILS

### Mailing Address

Address

City

Country

Postcode

Telephone (AH)

Telephone (BH)

Email

### Residential Overseas Address

Address

City

Country

Postcode

Cellphone/Mobile

## UNIVERSITY OF CANBERRA COURSE PREFERENCE

Please visit the UC website: [www.canberra.edu.au/course](http://www.canberra.edu.au/course) for correct course name and codes

	Course Code	Course Name	Sem1	Winter	Sem 2	Year
1	<input type="text" value="USE CAPITAL BLOCK LETTERS ONLY"/>	<input type="text" value="USE CAPITAL BLOCK LETTERS ONLY"/>				
2						
3						

## PATHWAY TO UNIVERSITY — UNIVERSITY OF CANBERRA COLLEGE (UCC)

Use this option to indicate that you wish to study in a Diploma at UCC

	Diploma Code	Diploma Name	Feb	June	Oct	Year
1	<input type="text" value="USE CAPITAL BLOCK LETTERS ONLY"/>	<input type="text" value="USE CAPITAL BLOCK LETTERS ONLY"/>				
2						
3						

## AGENT DETAILS (IF APPLICABLE)

Agent Name	<input type="text" value="USE CAPITAL BLOCK LETTERS ONLY"/>	Country	<input type="text" value="USE CAPITAL BLOCK LETTERS ONLY"/>
Address	<input type="text" value="USE CAPITAL BLOCK LETTERS ONLY"/>	Postcode	<input type="text"/>
	<input type="text" value="USE CAPITAL BLOCK LETTERS ONLY"/>	Telephone (BH)	<input type="text"/>
City	<input type="text" value="USE CAPITAL BLOCK LETTERS ONLY"/>	Telephone (AH)	<input type="text"/>
Email	<input type="text" value="USE CAPITAL BLOCK LETTERS ONLY"/>		

## ARE YOU RECEIVING ANY FINANCIAL AID OR SPONSORSHIP?

Yes

No

## ADVANCED STANDING/CREDIT TRANSFER

If you have already completed some tertiary level studies in a relevant area to your course preference, you may be granted advanced standing/credit. Do you wish to be considered for credit?

(Please attach detailed documentation of studies completed-academic transcripts and official course/subject descriptions to your application form)

Yes

## ENGLISH LANGUAGE PROFICIENCY

You must provide proof of English Proficiency as per the individual course requirements. Please visit <http://www.canberra.edu.au/student-services/applying-to-study/international/english> for details.

Have you attached evidence of your English language proficiency?

Yes  No

If language requirement is not met, would you like to be considered for the University's English Language intensive Course for Overseas Students (ELICOS):

Yes  No

You do not need to provide proof of English language proficiency if you have academic qualifications from certain countries. Please refer to our Admissions Policy at [https://guard.canberra.edu.au/policy/policy.php?pol\\_id=3168](https://guard.canberra.edu.au/policy/policy.php?pol_id=3168)

## PATHWAY PROGRAMS

If you are not eligible for direct admission into the degree, would you like to be considered for a University of Canberra College diploma leading into the University of Canberra degree?

(For more information please visit <http://www.canberra.edu.au/college/international/diploma>)

Yes  No

## RECRUITMENT REFERENCE

How did you learn about the University of Canberra?

<input type="checkbox"/> AEI/ AUSTRADE/ Australian embassy in your country	<input checked="" type="checkbox"/> Recommended by an agent
<input type="checkbox"/> Current Student	<input type="checkbox"/> Internet
<input type="checkbox"/> Recommended by a school	<input type="checkbox"/> Newspaper/ magazine
<input type="checkbox"/> Direct Enquiry	<input type="checkbox"/> Friend/ relative studying at the University of Canberra
<input type="checkbox"/> Exhibition/ seminar	<input type="checkbox"/> Other (please specify) <input type="text"/>

## WHO CAN VERIFY YOUR DOCUMENTS?

- UC representative/registered agents  
[for a list of UC representatives and registered agents, please visit <http://www.canberra.edu.au/int-future-students/contact>]
- Notary Public
- Academic Registrar of the institution that issued the transcript
- Justice of the Peace
- Commissioner of oaths/declarations
- An official of an Australian overseas diplomatic mission

## QUALIFICATIONS

Please list ALL your educational qualifications (*incomplete and complete*). You must supply properly verified or original documentation of all your academic transcripts. If more space is required please provide details on an attachment.

### Senior or High School

Year Completed	Level Completed	Name of Institution	Country
USE CAPITAL BLOCK LETTERS ONLY	USE CAPITAL BLOCK LETTERS ONLY	USE CAPITAL BLOCK LETTERS ONLY	USE CAPITAL BLOCK LETTERS ONLY

### Post Secondary Studies

Year(s) Attended	Qualification	Name of Institution	Country	Medium of Instruction	Complete
<i>(eg. 2002-2003)</i>	<i>(eg. Diploma of Business)</i>	<i>(eg. Canberra Institute of Technology)</i>	<i>(eg. Australia)</i>	<i>(eg. English)</i>	Yes/ No
<i>(eg. 2004-2006)</i>	<i>(eg. Bachelor of Science)</i>	<i>(eg. University of Sydney)</i>			Yes/ No
USE CAPITAL BLOCK LETTERS ONLY	USE CAPITAL BLOCK LETTERS ONLY	USE CAPITAL BLOCK LETTERS ONLY	USE CAPITAL BLOCK LETTERS ONLY	USE CAPITAL BLOCK LETTERS ONLY	USE CAPITAL BLOCK LETTERS ONLY

### Employment

If you are using work experience as an entry qualification you must supply supporting documentation such as a current CV. Please list your work experience below:

Date Employed	Name of Employer	Position and Type of Work
<i>(eg. 2000-2004)</i>	<i>(eg. IBM)</i>	<i>(eg. Manager - managed the accounts section)</i>
USE CAPITAL BLOCK LETTERS ONLY	USE CAPITAL BLOCK LETTERS ONLY	USE CAPITAL BLOCK LETTERS ONLY

Please provide your referee details below (if required):


If you are applying for an Honours degree you may also need to complete an *Honours Supplementary Form*. This form can be found at: <http://www.canberra.edu.au/student-services/attachments/forms/honours-admission.pdf>

Please read the Privacy Statement and Declaration before signing the application.

## PRIVACY STATEMENT

The University of Canberra (UC) and the University of Canberra College (UCC) are subject to the provisions of the Commonwealth Privacy Act 1988 and you are entitled to protection of your privacy. This means that any information UC and UCC collects about you, including personal details, academic progress details, and personal welfare information, is treated by UC and UCC according to strict guidelines. Access to your information is restricted to those staff who may need the information in order to carry out their responsibilities in your personal and/or academic interests. After you leave UC and UCC will continue to maintain contact with the person as part of alumni activities.

Other than in accordance with any legal or academic obligation, UC and UCC will not disclose personal information about you. This means that we do not release any information we hold about you, including your address, or your results, even to close relatives, without your permission.

The exceptions to the general application of these guidelines are the obligations imposed on us by law, Government regulation, or the requirements for normal operation of UC and UCC.

They include the following:

- When your award is conferred, your name will be published in the record of proceedings for the conferring of awards;

- We may publish your examination results and the award of a prize or scholarship;
- Your data may be included in aggregate socio-economic data by UC and UCC for planning purposes;
- We give the Department of Immigration and Citizenship (DIAC), the Australian Agency for International Development (AusAID) and other relevant governing bodies, certain information which we are required to release;
- If you are alleged to have committed a criminal offence, we may be requested to assist the police with personal information about you for the enforcement of the criminal law; and
- If you apply to transfer to another tertiary institution we may release to that institution or tertiary admission centre information about your academic progress at UC and UCC.

A further explanation of precisely what information may be passed to these Government bodies or agencies can be obtained by contacting Student Services.

**T 1300 301 727 (Australia)**  
**T +61 (0)2 6201 5308 (International)**  
**E student.centre@canberra.edu.au**

## DECLARATION

I declare that the information I have supplied on this form is, to the best of my understanding and belief, complete and correct.

I am aware that submission of an incomplete application may significantly delay consideration of my application. I understand that the giving of false or incomplete information may lead to the refusal of my application or cancellation of enrolment. I give permission to UC and UCC to obtain official records from any educational institution attended by me. If my application is successful, I authorise UC and UCC to provide my name, address and course name to the relevant on-campus student associations.

If any information is discovered to be untrue or misleading in any respect, I consent to UC and UCC collecting, storing and disclosing this information to Universities Australia, any of its member institutions, the Australasian Conference of Tertiary Admissions Centres, and any other relevant examining authority.

I authorise UC and UCC to obtain further information with respect to my application and, if necessary, seek academic information or transcripts from Australian educational institutions. Where necessary QualSearch will be engaged to access this academic information. I understand that UC and UCC is not responsible if any educational body / institution does not supply these records. I understand that the results of the search will be made available to me on request and that an audit of this authority may also be undertaken.

I also authorise UC and UCC to supply any relevant official UC and UCC records to educational institutions to which I am seeking admission and to government agencies indicated above and other Australian University bodies. If my fees are being paid by a sponsoring organisation, I also consent to UC and UCC liaising with that organisation regarding my academic progress. I understand that information supplied by me to UC and UCC may be made available to Australian Commonwealth and State government agencies in accordance with the University's obligations under the ESOS Act 2000 and the National Code, available from [www.deewr.gov.au](http://www.deewr.gov.au). These obligations include the requirement to advise the appropriate Commonwealth Department of changes to my enrolment and any breach of my student visa conditions relating to my attendance or academic progress.

I understand that I will be required to comply with all student visa regulations imposed by DIAC. I accept liability for payment of all fees as explained in the University of Canberra Fee Policy for International Students (<http://www.canberra.edu.au/student-services/attachments/pdf/International-Fees-Policy.pdf>), and I agree to abide by the Refund Policy. I have also read the section relating to cost of living and employment and I understand that living expenses in Australia may be higher than in my own country and I confirm that I am able to meet these costs.

I have read the Privacy Statement and the Declaration above and agree with these conditions.

Student Signature

Date

D	D	M	M	Y	Y	Y	Y
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## SEND YOUR APPLICATION TO

### Admissions Office

University of Canberra  
ACT 2601  
Australia

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  
Türkenstraße 70  
80799 München  
Deutschland  
Tel.: 0049-89-80954030  
muenchen@ranke-heinemann.de  
www.ranke-heinemann.de

Institut Ranke-Heinemann  
Silberburgstr. 112  
70176 Stuttgart  
Deutschland  
Tel.: 0049-711-99338627  
stuttgart@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

You will receive an acknowledgement email issuing you with an ID number. Please refer to this number to enquire about the status of your application or to send outstanding documents (where required).