

STUDY ABROAD APPLICATION FORM

FOR INCOMING STUDENTS TO VICTORIA UNIVERSITY

1. PERSONAL DETAILS

STUDENT NUMBER: (if you are a current or former student of Victoria University)

TITLE: MR MISS MS MRS OTHER _____ GENDER: MALE FEMALE

FAMILY NAME (AS STATED IN PASSPORT): _____

GIVEN NAME(S): _____

TELEPHONE: _____ MOBILE / CELL: _____

EMAIL 1: _____

EMAIL 2: _____

COUNTRY OF BIRTH: _____ DATE OF BIRTH:

COUNTRY OF CITIZENSHIP: _____ Please attach a copy of your photo ID page from your passport.

2. ADDRESS FOR CORRESPONDENCE

NUMBER AND STREET: _____

SUBURB / TOWN: _____ STATE / PROVINCE: _____

COUNTRY: _____ POSTCODE / ZIP CODE: _____

3. CURRENT STUDIES IN YOUR HOME COUNTRY

INSTITUTION: _____ COUNTRY: _____

DEGREE PROGRAM: _____ MAJOR FIELD OF STUDY: _____

4. DURATION OF EXCHANGE PROGRAM

ONE SEMESTER TWO SEMESTERS

INTENDED COMMENCEMENT DATE: SEMESTER 1 (FEB - JUNE) SEMESTER 2 (JULY - NOVEMBER) YEAR

5. UNIT PREFERENCE

List your preferred units of study. Unit codes and titles must be written in full. Visit vu.edu.au/courses to search for units. Please check the prerequisites of nominated units. You can study a minimum of 3 units and maximum of 5. Please include 2 alternate units in your preferences below.

PREFERENCES	UNIT NAME	UNIT CODE	CAMPUS	COMMENCING SEMESTER AND YEAR
Example:	European history 1	AAH2011	Footscray Park	Semester 1, 2011
1st Preference				
2nd Preference				
3rd Preference				
4th Preference				
5th Preference				
6th Preference				
7th Preference				

6. ENGLISH LANGUAGE PROFICIENCY

If English is not your current language of tuition then you must provide documentary evidence of your English language proficiency to meet Victoria University's English language requirements.

- IS ENGLISH YOUR FIRST LANGUAGE? YES NO
- HAVE YOU SAT AN IELTS OR TOEFL TEST? YES NO (If yes, please attach)
- DO YOU HAVE OTHER DOCUMENTATION (E.G. DAAD, LETTER OF RECOMMENDATION) YES NO (If yes, please attach)
- WILL YOU STUDY ENGLISH AT VICTORIA UNIVERSITY PRIOR TO COMMENCING YOUR EXCHANGE? YES NO

7. ARE YOU CURRENTLY IN AUSTRALIA? YES NO (If no, go to section 8)

If you are in Australia, what type of visa do you have?:

- AUSAID AUSTRALIAN CITIZEN PERMANENT RESIDENT SPOUSE VISA STUDENT VISA
 TEMPORARY RESIDENT VISITING SCHOLAR VISA VISITOR VISA TOURIST/WORKING HOLIDAY VISA

VISA NUMBER: _____ VISA START DATE? / / VISA EXPIRY DATE? / /

8. DISABILITIES

DO YOU HAVE A DISABILITY FOR WHICH ADDITIONAL ASSISTANCE IS REQUIRED? YES NO (If yes, please attach a separate sheet outlining the disability)

9. DECLARATION

I _____ (Applicant's full name in BLOCK LETTERS)

- declare that the information and supporting documentation provided is true and complete. I acknowledge that Victoria University reserves the right at any stage to vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information;
- understand and accept that I must abide by all terms and conditions of my visa;
- am able to make appropriate arrangements to fund my studies;
- am fully responsible for my educational and living expenses (excluding tuition fees) while studying at Victoria University;
- agree to advise the University within seven days if any subsequent changes to my residential address;
- authorise Victoria University to obtain further relevant documentation if necessary;
- authorise the University to provide the Commonwealth, State agencies and approved Victoria University's representatives information about my address and details of enrolment;
- understand that any school-aged dependants accompanying me to Australia
- will be required to pay full fees if they are enrolled in a school in Australia; and
- have read, understood and accept the above conditions.

STUDENT SIGNATURE: **X** _____ DATE: / /

10. APPLICATION CHECKLIST (INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED)

I have:

- completed all sections of this application.
- signed and dated the declaration.
- attached certified copies of academic transcripts and award certificates and, where appropriate, certified English translation of academic record.
- attached copies of English language test scores and other supporting English language documentation as requested.
- provided a copy of my passport photo ID page.

TO COMPLETE THIS APPLICATION PLEASE HAVE SECTION 11 (BELOW) COMPLETED BY YOUR HOME INSTITUTION AND/OR AGENT

11. ENDORSEMENT OF HOME INSTITUTION AND/OR AGENT

EXCHANGE/INTERNATIONAL ADVISOR: (NAME)

SIGNATURE: **X** _____ DATE: / /



AGENT EMAIL: _____

INSTRUCTIONS FOR HOME INSTITUTION OR AGENT

TO SUBMIT THIS FORM PLEASE SCAN AND EMAIL WITH SUPPORTING DOCUMENTS TO:
(original documentation by post is **not required** from Victoria University partner institutions and agents)

Institut Ranke-Heinemann
Schnutenhausstrasse 44
45136 Essen
Deutschland
Tel.: 0049-201-252552
info@ranke-heinemann.de
www.ranke-heinemann.de

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