

Applying to Griffith University

Application fee NOT required

Griffith usually charges an application fee. Study Options can waive this - please do not enter any payment details on the form when applying to Griffith with Study Options.

How to apply

Complete this form on screen, or print and complete it. Please email the completed form and scans of the supporting documents listed below to mail@studyoptions.com

If you do not have access to a scanner, please take a clear photo of each page and document on your phone, and email the images to mail@studyoptions.com

If neither of these are possible please post your forms and original documents to us as hard copy. Please post to Study Options, 83 Alma Road, Clifton, Bristol, BS8 2DP.

Supporting documents required for undergraduate (bachelors) applications:

1. A photocopy of the personal details page of your passport
2. IF APPLYING BEFORE COMPLETION OF SCHOOL LEAVING QUALIFICATIONS (EG: A-LEVELS, IB, PRE-U DIPLOMA): Original certificates/evidence of GCSE and AS Level results (or equivalents) plus details of final predicted grades. Predicted grades must be official predictions, issued on school/college letterhead and signed by an appropriate person (head of careers, head of year etc).
3. IF APPLYING AFTER COMPLETION OF SCHOOL LEAVING QUALIFICATIONS (EG: A-LEVELS, IB, PRE-U DIPLOMA): Original certificates for GCSE and school-leaving qualifications.
4. A personal statement (please aim for a maximum of 400-500 words).

Supporting documents required for postgraduate (masters) applications:

1. A photocopy of the personal details page of your passport
2. Original academic transcripts for each year of your degree (a transcript is an official list, issued by the university, of the subjects you've studied and the grades obtained). Transcripts should carry an explanation of the university's grading system on the back. If they don't, please provide one separately.
3. Original bachelors completion certificate.
4. A CV, detailing any relevant work experience.
5. A personal statement (please aim for a maximum of 400-500 words).

Application notes

1. If further material or documents are required, Study Options will be in touch to request these after we have received and checked the application.
2. All academic documents must be submitted as originals, we can't accept photocopies. We'll make certified copies to send with your application, and will return the originals by recorded delivery. To ensure their safe arrival, please send your documents to us by recorded delivery.
3. Please use this form to apply for undergraduate (bachelor) degrees and postgraduate degrees by coursework (masters and graduate diplomas). Do not use this form if you are a research student, or if you are a citizen or permanent resident of Australia or New Zealand.

If you have any questions or problems making your application please contact a student advisor at Study Options on 020 7353 7200 or mail@studyoptions.com

International Application Form

INSTRUCTIONS (Please read before completing the application)

- Please print in **BLOCK LETTERS**.
- DO NOT** use this form if you are applying for a research higher degree eg PhD and/or if you are a citizen of Australia or New Zealand or hold an Australian permanent residence visa.
- Submit your application to
International Office
Griffith University
Gold Coast Campus
Qld 4222, Australia
Tel + 61 (07) 555 28819
Fax + 61 (07) 555 28778

Agent's stamp

STUDY OPTIONS LTD
83 ALMA ROAD, CLIFTON
BRISTOL, BS8 2DP
+44 117 911 5610
MAIL@STUDYOPTIONS.COM

1 Have you applied to Griffith before?

Yes No

2 Personal details (as shown on your passport)

Mr Mrs Ms Miss Other:
 Date of Birth:
 Male Female

Family Name: First Name: Middle Name:
 Citizenship: Country of birth:

Address for correspondence:

Number and street:

City: State: Post/zip code:
 Country: Phone:
 Mobile: Email:

Permanent address in home country (if different to above)

Number and street:

City: State: Post/zip code:
 Country: Phone:

3 Griffith English Language Institute (GELI) (Complete this section to apply for English)

Course <small>e.g. UniPrep, DEP, EAP, General English</small>	Start date <small>e.g. month/year</small>	Length of Study <small>e.g. 20 weeks</small>	Campus <small>e.g. Nathan, Mt Gravatt, Gold Coast</small>	Homestay <small>Yes /No</small>	Airport pickup <small>Yes /No</small>
<input style="width: 150px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 150px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>

griffith.edu.au/griffith-english-language-institute

4 Preferred degree program

Please provide 3 preferred degree program options in the table below, listing them in order of preference. For degree information, including semester of entry and campus locations, go to griffith.edu.au/programs-courses. If you are not eligible for any of your listed degree preferences, you will be considered for a pathway program to Griffith via Queensland Institute of Business and Technology (QIBT) qibt.qld.edu.au

	Program code	Degree program name	Major	Campus	Semester	Year
1	<input style="width: 80px;" type="text"/>	<input style="width: 250px;" type="text"/>	<input style="width: 150px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>
2	<input style="width: 80px;" type="text"/>	<input style="width: 250px;" type="text"/>	<input style="width: 150px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>
3	<input style="width: 80px;" type="text"/>	<input style="width: 250px;" type="text"/>	<input style="width: 150px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>

5 English proficiency

Please tick **ONE** of the following (and attach a copy of results):

I have taken or plan to take:

ISPLR test

- IELTS (Academic) test
 TOEFL (Code 9619)
 Cambridge (CAE)
 Cambridge (CPE)
 Pearson (PTE Academic)

TRF (Test Report Form number)	<input style="width: 150px;" type="text"/>
TOEFL (Registration number)	<input style="width: 150px;" type="text"/>
Reference Number	<input style="width: 150px;" type="text"/>
Reference Number	<input style="width: 150px;" type="text"/>
Reference Number	<input style="width: 150px;" type="text"/>

Test taken on DD/MM/YYYY	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>
Test taken on DD/MM/YYYY	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>
Test taken on DD/MM/YYYY	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>
Test taken on DD/MM/YYYY	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>
Test taken on DD/MM/YYYY	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>

OR My High School/Tertiary studies were taught and assessed entirely in English No Yes If **YES**, provide documentary evidence.

6 Educational background/qualifications

Please provide certified/notorised copies of academic transcripts/records for all courses undertaken to date. **Do not send original documents.**

Degree/award <small>e.g. HSC, Bachelor, Master</small>	Institution <small>e.g. Griffith University</small>	Country <small>e.g. Australia</small>	Start Date <small>i.e. month/year</small>	Finish Date <small>i.e. month/year</small>
<input style="width: 150px;" type="text"/>	<input style="width: 200px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 80px;" type="text"/>	<input style="width: 80px;" type="text"/>
<input style="width: 150px;" type="text"/>	<input style="width: 200px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 80px;" type="text"/>	<input style="width: 80px;" type="text"/>
<input style="width: 150px;" type="text"/>	<input style="width: 200px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 80px;" type="text"/>	<input style="width: 80px;" type="text"/>

Have you ever been excluded from previous tertiary study? Yes No

IF YES, please provide details below:

Institution:	Year:
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7 Credit for previous study

Do you wish to be considered for credit exemption on the basis of your prior tertiary study? Yes No

Please refer to our credit website griffith.edu.au/admissions/credit-transfer-articulation
If your previous qualification is not listed, please supply detailed course outlines in English.

8 Work experience (Complete only if admission requirement)

Provide any additional details on a separate sheet. Please attach statements and/or documentary evidence from employers.

Start date	Finish date	Full or part-time	Job description	Employer's name

9 Request for disability support

Do you need disability support? Yes No

If you have a disability which may affect your learning (e.g. vision, hearing impairment, health, mobility), please provide official supporting documentation (in English) about the nature of your disability and any impact it will have for your education in Australia. This information must be provided with your application.

For information on documentation required and services see griffith.edu.au/ua/aa/ss/equity/

10 Visa application history

Have you ever had a visa application rejected? Yes No

IF YES, please provide details below:

Country:	Year:
Reason:	

If you have had **more than one visa application rejection**, please provide additional details on a **separate sheet**.

11 Financial support

Sufficient funds are needed for tuition fees and living expenses. Please indicate the source of your financial support.

a. I am self-financed/have family support b. I will be sponsored/on a scholarship

Sponsor/scholarship name:

12 Overseas Student Health Cover (Student visa holders only)

Please advise the type of cover you will require:

Please note, as an International Student, if you intend to apply for a student visa you will be required to have Overseas Student Health Cover (OSHC) for the entire duration of your stay in Australia. Griffith University's nominated OSHC provider is Allianz oshcallianzassistance.com.au

- Single (cover for yourself only)
 Dual (cover for yourself and one dependant)
 Multi-Family (cover for yourself and more than one dependant)

13 Payment of application fee

a. **Credit card** Expiry Date (Month/ Year) American Express Credit card #

FEE WAIVED THROUGH STUDY OPTIONS

Name	Signature
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b. **Bank cheque/Draft:** Total AUD\$50 Payable to Griffith University International Office. **Personal cheques not accepted.**

14 Agent Declaration and signature (not required by direct applicants)

I have assessed the applicant as a Genuine Temporary Entrant and a Genuine Student, confirming that studying the program indicated in their application is their primary purpose for coming to Australia and that they fully understand their obligations as an Australian student visa holder. I believe the applicant is academically qualified for the program they have applied for and has, or will have, the English proficiency level required to commence the program. I have verified to the best of my ability the authenticity of documents supplied with this application. I am satisfied that the applicant has genuine access to the total funds required, while in Australia, to cover all tuition costs, return airfare, overseas health cover and living expenses for them self and any dependants.

Signature Date

15 Declaration and signature

I DECLARE THAT:

- I am a Genuine Temporary Entrant and a Genuine Student and confirm that studying the program indicated in my application is my primary purpose for coming to Australia and I fully understand my obligations as an Australian student visa holder.
- I am academically qualified for the program I have applied for and have, or will have, the English proficiency level required to commence the program.
- The documents that I have provided to support my application are true and correct.
- I have genuine access to the total funds required, while in Australia, to cover all tuition costs, return airfare, overseas health cover and living expenses for myself and any dependants.
- my visas may also be refused if DIAC is not satisfied that I am a genuine temporary entrant and a genuine student or if I do not meet health and character requirements.
- the University's Privacy Policy (griffith.edu.au/privacy-plan) enables the University to check and/or obtain official records and results from my previous institutions, including verification by QualSearch (QTAC). It enables the release of my details to, or obtain details from third parties in the usual course of University business e.g. Australian government departments (DIAC, DEEWR), Workcare Assist (OSHC provider);
- Griffith University will check my visa status on the DIAC VEVO facility and obtain details address/phone/email from a registered Griffith University Agent, if I have applied through that agent and not supplied the information on this form;

I AGREE AND UNDERSTAND THAT:

- it is my responsibility to provide all necessary documentary evidence of my qualifications and studies. If the information supplied in this application changes I must notify the University. If any information given is incorrect or incomplete the University may refuse this application or vary/cancel any decision made, including cancelling my enrolment.
- I accept the responsibility for obtaining a student visa (if required) and to meet the DIAC Student Visa conditions to permit me to study full-time in Australia for the duration of my program.
- that if I supply fraudulent documents or information, the Department of Immigration and Citizenship will refuse my visa application or cancel my visa if it has already been granted.
- I am fully responsible for payment by the due date of all tuition fees and Overseas Student Health Cover (OSHC) while studying at Griffith University and will abide by the Fees and Charges Policy - griffith.edu.au/tuition-fees-charges
- living expenses in Australia may be higher than in my own country and I am responsible for and can meet these costs. I understand that I am responsible for the compulsory school fees for any school-aged children who accompany me to Australia. Neither Griffith University nor the Australian Government is obliged or required to help me if I need financial assistance

PRIVACY STATEMENT

Privacy Policy: - Griffith University collects, stores and uses personal information only for the purposes of administering student and prospective student admissions, enrolment and education. The information collected is confidential and will not be disclosed to third parties without your consent, except to meet government, legal or other regulatory authority requirements. For further information, consult the University's privacy plan. griffith.edu.au/privacy-plan

Signature (APPLICANT ONLY, not agent, not sponsor) Date

Applicants under 18 years (Parent/legal guardian signature) Date

Parent/legal guardian name

Sponsorship Details

Disability Information

Work Experiences

Financial Support

English Documents

Award Certificates

Transcripts

Checklist: I have attached:

STUDENT DECLARATION

Name:			
Date of birth:		Nationality:	
Mobile:		Landline:	
Email:			

Who will fund your tuition fees and living costs? Please give further details below:

Have you ever been refused a visa for Australia or another country?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you have any health issues that may affect your application for a student visa?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Will you have any family members joining you? If so please state name, age and relationship to you in the box below.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

- I declare that I have read and understand the information relating to the cost of living in Australia at:
<https://immi.homeaffairs.gov.au/visas/web-evidentiary-tool>
 and I have access to sufficient funds to cover all associated costs with my study, travel to and from Australia, living expenses for the duration of my studies for myself and my family members (if applicable) for the total period of my stay in Australia.
- I understand that the tuition fees do not include expenses such as textbooks, stationery and additional programme specific requirements.
- I understand that in the event that I have insufficient funds to cover all associated study and living costs, I will not seek assistance from the University or the Australian government.
- I understand that in the event that I have insufficient funds to cover all associated study and living costs, the University reserves the rights to terminate my enrolment and eCoE.
- I hereby certify that all the statements made on this declaration of finances are true and correct.

Student signature:	
Name:	
Date:	

Please return this declaration with your application form(s)