

Applying to Murdoch University

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

Undergraduate and Graduate Coursework Application Form International

(Except for Honours and Graduate courses in Counselling, Psychology and Veterinary - Please refer to the Murdoch University website for the forms)



Murdoch International Admissions
Murdoch University
90 South St, Murdoch
Western Australia 6150
Telephone: +61 8 9360 6063
Facsimile: +61 8 9360 6491
international.admissions@murdoch.edu.au
www.murdoch.edu.au
CRICOS Provider Code: 00125J

AGENT'S STAMP (In English including address, phone) STUDY OPTIONS LTD 83 ALMA ROAD, CLIFTON BRISTOL, BS8 2DP +44 117 911 5610 MAIL@STUDYOPTIONS.COM
Staff name Sarah Nash
Email address mail@studyoptions.com

1. Personal Details as shown on your passport

Have you previously studied or applied to Murdoch University? Yes No

If 'Yes', please provide your Student ID number

Title _____ Family Name/Surname _____

Given Name(s) _____

Date of Birth _____

dd mm yyyy Sex M F Nationality _____

Country of Birth _____ Passport Number (if available) _____

Are you currently living in Australia? Yes No

If no, which country you are currently living in _____

Student's residential address in Australia (if known) _____

Student's current home country address _____

Student's Telephone number (Include country and area codes) Student's Mobile / Cell Number (Include country and area codes) _____

Student's Email Address _____

Emergency contact _____ Relationship _____ Telephone number (Include country and area codes) _____

2. Course Preference

I am applying for admission in Semester One (February) Year 20 Semester Two (July) Year 20

Which course are you applying for?

Preference	Course title (eg. MBA)	Major (eg. Accounting)	Course Code* (eg. M1000)
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1st preference _____

2nd preference _____

* Refer to Course Guide or go to the following link: <http://handbook.murdoch.edu.au/courses/>

Does your course selection correspond with your future career plans?

Yes No If you answered 'No', please provide the reason for studying this course below.

If you are applying for a Graduate course, is the course you have chosen to study at Murdoch University related to your previous studies or work experience?
 Yes No If you answered 'No', please provide the reason for studying this course below.

Have you included a second preference in your application?
 Yes No If you answered 'Yes', please provide the reason why you have chosen this course as your second preference.

3. English Language Proficiency

Is English your first language?

Yes No If 'No', what is your first language?

Was English the language of Instruction during the final year of your secondary studies?

Yes No Year completed Country

Was English the language of Instruction during your post-secondary studies?

Yes No Year completed Country

Have you taken or will you be taking an English Test?

Yes No

Name of test Date of test dd mm yyyy

Location (City and Country) Result

Please note: Some courses have higher English language requirements. Murdoch University also accepts other English language tests. Please go to the following link to find out the English requirements for each test: www.murdoch.edu.au/Future-students/International-students/Applying-to-Murdoch/English-requirements

4. Academic Qualification (please include all studies undertaken including high school)

Documentary evidence of qualifications stated must be attached. Documents not in English must be accompanied by certified translations.

A. Current Studies - List details of current studies

Name of qualification (including major)	Name of Institution	Date Enrolled (month/year)	Date results will be available (month/year)

Will you complete your current studies prior to the commencement of your proposed course at Murdoch University?

Yes No If 'No' please state why.

B. Previous Studies - List details of previous studies

Name of Course/award (including major)	Name of Institution eg. MIT/Murdoch College	Country	Course Duration month/year	Date enrolled/completed month/year to month/year

Have you had any break in your studies and work history?

Yes No

If you answered 'Yes', please provide a statement outlining the reasons for breaks in your study/work history and specify the period of time below

Have you been excluded from any previous institution?

Yes No

If you answered 'Yes', please state date, name of institution, country and for what reason?

5. Advanced Standing

Are you seeking advanced standing?

Yes No

If 'Yes', **you must attach** detailed syllabus or curriculum for Advanced Standing to be assessed.

This must include course content, assessment mode, contact hours, prescribed texts, etc

6. Personal Statement

Students applying to Graduate courses or Undergraduate courses in Veterinary Science, Nursing, Sports Science and Chiropractic are required to provide a personal statement, Curriculum Vitae (CV) and references to support their application. The personal statement should be no more than 500 words and should include information that will assist the selection committee to assess your application. For example, you might explain how your previous studies, research or work experience relate to the course for which you are applying.

7. Work Experience

Please list details of any work experience. You must attach a CV with relevant work experience. Also include national service details if applicable

Employer	Period of Employment		Position Held
	From	To	

8. Equity and Disability

If you have a disability which means that you may require additional help at Murdoch University, it is very important that you provide the following information. This information will be kept confidential and will not affect your admission to the University.

Type of Disability: Vision Hearing Mobility Impairment Learning Psychiatric Other

Please attach a brief statement about your special needs.

9. Visa Details

Are you a Permanent Resident of Australia? Yes No

If 'Yes', you will be required to apply as a domestic student. Please see the following link: <http://www.murdoch.edu.au/Future-students/Domestic-students/Applying-to-Murdoch/>

Current Australian visa number as shown on your visa label (if applicable)

Visa type: Student Visitor Spouse Subclass _____ Expiry date: dd mm yyyy

Other visa type:

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

Have you previously visited or studied in Australia before?

Yes No

Have you breached any visa conditions?

Yes No If 'Yes', provide details below

Have you been refused a visa for entry into Australia?

Yes No

If 'Yes', please provide a copy of the visa rejection letter.

Have you ever had a visa application rejected (country other than Australia)?

Yes No

If 'Yes' provided a copy of the rejection letter or reason below.

Are you married?

Yes No If 'Yes' date of marriage: dd mm yyyy

Is your spouse currently in Australia?

Yes No

If 'Yes' what visa type does your spouse have?

Expiry date: dd mm yyyy

Will you be accompanied by your spouse and/children during your studies in Australia?

Yes No If 'Yes', provide details of all your dependants:

Full name Date of Birth: dd mm yyyy

Full name Date of Birth: dd mm yyyy

Full name Date of Birth: dd mm yyyy

If you have more dependants, attach a separate sheet with the remaining dependants details.

Are any of your family members or relatives Australian Citizens/Permanent Residents or Temporary Resident Visa Holders?

Yes No If 'Yes', in which Australian city do they live in?

I understand that my visa *may* be rejected or cancelled by the Immigration Department if it is determined that documents supporting my application are fraudulent or I have made a false declaration.

Yes No

I understand that my visa application *will* be denied if I do not pass Immigration Department's health and character checks.

Yes No

I understand that my visa application *will* be rejected if the Immigration Department is not satisfied that I am a genuine student. Please go to the following link for more information: <http://www.immi.gov.au/students/gte-requirement.htm>

Yes No

I understand that my visa *may* be cancelled by the Immigration Department if I do not abide by the conditions of my visa.

These conditions include:

- I must remain enrolled in a registered program; Yes No
- I must maintain a full-time study load; Yes No
- I must maintain satisfactory program progression for the duration of my program; and Yes No
- I must not downgrade my program to a lower level such as a VET Certificate. Yes No

Please go to the following link for more information: www.immi.gov.au/students/visa-conditions-students.htm

I fully understand that if I request a transfer to another provider within the first six months of my study, Murdoch University may refuse my request.

Yes No

I understand that Murdoch University is required to advise the Immigration Department if I transfer to another education provider and I will need to seek advice from the Immigration Department about another student visa.

Yes No

10. Financial Information

Who will be paying your tuition fees and living expenses to study at Murdoch University? (If more than one source, please check all relevant boxes)

- Private sponsor eg. Employer, family member Self-Funded
 By Bank Loan Approved government, institution sponsor

Please go to the following link for tuition fees information:

www.murdoch.edu.au/Future-students/International-students/Courses-and-fees/?pid=my13_fs_is_banner_courses

I have an understanding of how much it will cost for the duration of the course/degree.

Yes No

Please go to the following link for costs of living information provided by the Australian Government: www.studyinaustralia.gov.au/en/Study-Costs/Living

I have an understanding of how much it will cost to live in Australia.

Yes No

I understand my obligation to have sufficient funds to pay for Overseas Student Health Cover, tuition fees, student amenities fees, associated student costs, living and travel expenses for myself and any dependant/s for the entire duration of my stay in Australia.

Yes No

I understand that if I am unable to pay my tuition fees in line with the payment due date, Murdoch University will cancel my enrolment which may affect my student visa.

Yes No

I understand that while, as part of my student visa, I am allowed to work a maximum of 40 hours per fortnight (with unlimited work-rights during semester breaks), these funds are to be used to supplement my living costs but must not be my only source of income to pay my tuition fees.

Yes No

11. Declaration and Agreement

TRUTH AND ACCURACY

1. I declare that I am a genuine temporary entrant and genuine student.
2. I declare that all the information I have given in this application is true, correct and complete, and is not false or misleading. I understand giving false or misleading information is a serious offence under Australian law. (www.immi.gov.au/students/_pdf/2011-genuine-temporary-entrant.pdf)
3. I agree that Murdoch University ("**the University**") can vary or reverse any decision made on the basis of any incorrect, incomplete, false or misleading information that I have provided. This may result in my enrolment being terminated.
4. I agree to tell the University immediately if there is any change to the information I have given in this application.

PRIVACY AND DISCLOSURE

5. I understand that the University may obtain official records from my current or previous educational institution or employer.
6. If any organisation is named in documents provided by me as part of my application (e.g. as evidence of my qualifications or work experience) then I authorise that organisation to release any personal information that it holds about me to the University so that the University can verify the information I have provided.
7. I authorise the University to release any personal information that it may hold about me to any other educational institution that is seeking to verify my student conduct or academic record for the purpose of determining my eligibility for admission to, or enrolment at, that institution.
8. I understand that any information about me that is provided to, or maintained by, the University may be given to Australian government departments and agencies as required by law. This information includes, but is not limited to, changes to my enrolment and any breach of a student visa condition relating to attendance or satisfactory academic performance. The University may also provide relevant information about me to organisations at which I undertake a work placement or practicum as part of my course.
9. If the payment for my course is made by someone else ("sponsor"), I agree to the release of all information to my sponsor regarding my application and subsequent enrolment including my subject results, progress reports, and enrolment details (including contact details).
10. If I am under 18 years of age, I consent to the release of information regarding my academic performance and attendance to my parent(s) and/or guardian(s).

PREVIOUS DISCIPLINARY ACTION

11. I declare that I have not been excluded or subject to disciplinary action at any tertiary institution.

TRANSFER FROM ANOTHER EDUCATION INSTITUTION IN AUSTRALIA

12. I agree to advise the University of any studies that I am undertaking or will undertake with another provider at the same time that I plan to study at the University. I understand that, in these circumstances, the University cannot offer me enrolment. I understand that I must present any documents requested by the University to confirm my status.

CANCELLATION AND REFUNDS

13. I agree that if I give notice of withdrawal more than ten weeks before commencement of the semester/trimester, all tuition fees paid in advance are refundable less 10% of the semester/trimester tuition fees due or \$500 whichever is lesser.
14. I agree that if I give notice of withdrawal less than ten weeks before commencement of the semester/trimester, but prior to the start of the semester/trimester, all tuition fees paid in advance are refundable less 30% of the coming semester/trimester tuition fee.
15. I agree that if I withdraw from the University after commencement of the semester/trimester but before the census date, I shall be eligible for a refund of fees paid for the current and future semesters/trimesters less 70% of the fee for the current semester/trimester.
16. I agree that if I withdraw from the University after the census date I shall be eligible for a refund of fees paid for the current and future semesters/trimesters less 100% of the fee for the current semester/trimester.
17. I confirm that I have read and understand the University's Fees Policy (including refunds) at: www.murdoch.edu.au/Future-students/International-students/Courses-and-fees/Paying-fees/Refund-policy-for-International-students/

FINANCIAL OBLIGATIONS

18. I agree to provide any financial information requested by the University at any time for the purpose of the University assessing my financial ability to undertake a course of study.
19. I understand that the University will not act as a financial guarantor for me, and I am solely responsible for all expenses incurred by me and my dependents, including as the result of legal action, while I remain in Australia on a visa issued for the purposes of studying at the University, whether or not I have completed the course or remain enrolled at the University.

WHILE I AM ENROLLED AT THE UNIVERSITY

20. While I am enrolled at the University:
 - a. I agree to be bound by all the rules, regulations, statutes, bylaws and any relevant policies of the University;
 - b. I must enrol in a study pattern that allows me to complete my course within the course duration set in my Confirmation of Enrolment (COE);
 - c. If I am not the holder of a student visa, I understand that it is my responsibility to ensure that the visa I hold permits me to undertake the course in which I enrol at the University.
 - d. I agree to update any changes to my personal details (Address, Phone Number) direct to the Murdoch University Student System within seven days of the change taking place.

APPLICABLE LAW

21. This declaration and agreement, and the availability of complaints and appeals processes, does not remove my right as a student to take action under Australia's consumer protection laws.
22. This declaration and agreement is governed by Western Australian law. I agree to submit to the non-exclusive jurisdiction of the courts of Western Australia.

12. Application Check List

You must attach certified copies of award certificates and full academic transcripts, including keys to the grading system used. All documents must be in English; if not, please include certified English translations.

- Have you:
- Completed the relevant application form for your study? Application forms can be downloaded at: <http://www.murdoch.edu.au/Future-students/International-students/Applying-to-Murdoch/Application-forms/>
 - Answered all the questions on this form?
 - Attached certified copies of all necessary documents?
 - Attached certified English translations of documents not in English?
 - Attached certified copies of your English language proficiency (if applicable)?
 - Attached a copy of your CV (if applicable)?
 - Attached a certified copy of your passport (Biadata page) or ID?
 - Attach a copy of your personal statement (if applicable)?

13. Applicant Declaration (to be completed by the applicant)

If you do not meet Academic and/or English entry requirements, do you give Murdoch University permission to forward your application to one of Murdoch University's preferred packaged partners?

- Yes No

I,

- Understand that there will be additional costs involved if I am undertaking pre university studies with Murdoch University's preferred pathway partners as provided on the offer letter.
- Understand the current living costs in Perth, Western Australia, as indicated on the Study in Australia website at www.studyinaustralia.gov.au/en/Study-Costs/Living, and I declare that I have access to funding for the living expenses of myself and my dependents in Australia for the duration of the course or courses which have been offered.
- Understand that I will be required to update any changes to my personal details direct to the Murdoch University Student System within seven days of my arrival in Perth. These details will only be passed onto the Immigration Department when requested by the Immigration Department.
- Declare that I have personally completed this application form.
- Declare that I will abide by the University rules and policies and Murdoch University Act 1973-1985 and the By-laws, rules and policies of the University (where applicable).
- Declare that I have read, understood and agree to abide by the above terms and conditions. I consent to the use of my personal information as set out above.
- Declare that the information provided by me in the application is true and correct.

WARNING: It is an offence to submit fraudulent documentation in support of a course application. Where fraudulent documents are detected the application will be rejected, any offer of enrolment will be withdrawn, and the matter may be reported to relevant state and federal law enforcement agencies.

Applicant's signature

Date

Applications that are unsigned, or are not ticked to indicate that the applicant has read the above terms and conditions and undertakes to abide by the relevant rules and policies, will not be processed. Applications must be completed by the applicant personally. A third party must not complete or sign on the applicant's behalf.

14. Agent Declaration

I declare that:

- I have assessed the applicant as a Genuine Temporary Entrant and a Genuine Student as defined by the Immigration Department.
- The applicant is genuine in making this application and has every intention of completing all programs listed in the application.
- I have made every effort to verify the authenticity and validity of the documents which form part of this application.

Murdoch University Agent name

Study Options

Murdoch University Agent staff name

Sarah Nash

Agent's signature

Date

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)