

Applying to the University of New South Wales (UNSW)

University application fee

UNSW charges an application fee of \$150. Study Options can waive this fee for very strong candidates. If you have any queries please contact us on mail@studyoptions.com or 020 7353 7200.

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 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

Postgraduate coursework application for international students



This application form is for use by international students only. Please read this form before completing your application and retain a copy for your reference.

1. Personal details

If you've applied to UNSW before, what is your student ID:

Title: First given name:

Second given name:

Family name:

Date of birth (dd/mm/yy):

Gender: ☐ M ☐ F

Country of residency:

Country of citizenship:

Are you an Australian permanent resident? YES ☐ NO ☐

If yes, provide your visa number:

Email address (compulsory):

Home phone number:

Daytime phone number:

Mobile phone number:

Fax number:

Mailing address (Address for university correspondence):

Residential address (Where you currently live. Please do not use a PO Box):

2. Visa details

What visa type will you hold during your studies? (eg. student visa)

If you require a student visa, in which country will you be applying for the visa?

Which Australian Immigration Office will you be applying for the student visa? (eg. Australian Embassy Berlin)

If you currently have a passport, what is the passport number?

If you currently hold an Australian visa, what is the visa number (as it appears on your passport)? This information is required if you intend to submit your application for a student visa to a DIAC (Immigration) office in Australia.

4. Program preferences – you may nominate up to three coursework program choices.

Preference	Program code: eg 8409	Program name: eg Master of Professional Accounting	Specialisation: eg Accounting
1st			
2nd			
3rd			

Preferred year of study:

Preferred semester entry: Semester 1 (March) ☐ Semester 2 (July) ☐

Study mode: Full time ☐ Part time ☐

Are you seeking credit in the program you are applying for? YES ☐ NO ☐

Emergency contact

Name:

Relationship:

Address:

Email:

Phone:

Agent details

Are you submitting this application through an agent? ☒ YES ☐ NO

If YES, please complete the following

Agent name: Study Options

Agent address: 83 Alma Road

Clifton, Bristol, BS8 2DP, UK

Phone: +44 207 353 7200

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

3. Funding (Sponsorships)

If your tuition fees will be paid to UNSW by an organisation that UNSW has an official sponsorship agreement with, please provide the details below. If you are being sponsored, you must submit documentary proof of your sponsorship agreement. Defence funding for UNSW Canberra@ADFA students does not need to be recorded below.

I will be sponsored: YES ☐ NO ☐

My sponsor details are: (organisation, country)

Application fee (Non-refundable)

AUD\$250 for hardcopy applications (Payable to 'The University of New South Wales' by bank draft, cheque or credit card). AUD\$50 for applying ONLINE at www.apply.unsw.edu.au

Closing dates

Semester 1 (March entry) - 30 November of the previous year

Semester 2* (July entry) - 30 May.

*Please check availability of programs for mid-year entry. LATE applications – Applications will only be considered after the closing dates if places are still available, and the application can be processed in time for the start of the semester.

Program information

You are advised to read relevant information of the program/s you are applying for at the following websites before completing this form.

International Office:
www.international.unsw.edu.au/study/degree-programs/postgraduate

Handbook:
www.handbook.unsw.edu.au

Credit transfer

You may be required to submit hard copies of subject descriptions from your prior studies so that your eligibility for credit transfer can be assessed.

UNSW credit transfer policy:
www.credittransfer.unsw.edu.au

English proficiency requirements

All students are required to meet UNSW's English language requirements. This may be met through prior studies or a recognised English language test, or duration of residency. For detailed information on UNSW's English language policy please refer to www.unsw.edu.au/elp

Documentation

You are required to supply with each application a certified copy of your official academic transcript. This must be accompanied by a certified English translation if the transcript is not in English.

If you have changed your name and your documents are in your former name you must provide evidence of your name change.

Some programs might require additional documents for assessment and you will be notified if these are required.

Certification

UNSW will retain your submitted documents for auditing purposes, so certified photocopies rather than originals should be provided. English language tests can usually be verified online, so a photocopy of test results may be sufficient. For more information, please refer to www.unsw.edu.au/document-certification

Fees and charges

You are advised to read the relevant information in the following website regarding fees that might be incurred in the study of your program.

www.international.unsw.edu.au/studydegree-programs/fees

Contacts

Admissions Office:
T: + 61 2 9385 3656
F: + 61 2 9385 9437
E: admissions@unsw.edu.au

Overseas Representatives
information is available at the following website.
www.international.unsw.edu.au/contact-us

STUDY OPTIONS LTD
83 ALMA ROAD, CLIFTON
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+44 117 911 5610

MAIL@STUDYOPTIONS.COM

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5. Prior tertiary studies Note: All attempts at tertiary study whether current, completed or abandoned, must be disclosed.

Institution	Country	Qualifications	Years of study	Completed? Yes or No

6. English language proficiency Please refer to the University's procedure on English language requirements for more details: www.unsw.edu.au/elp

English is my first language:	YES <input type="checkbox"/> NO <input type="checkbox"/>
OR The sole language of instruction in my degree or diploma (within the last two years) was English: You must have studied at tertiary level for a minimum of one year full time.	YES <input type="checkbox"/> NO <input type="checkbox"/>
OR I have been or will have been a resident in one or more English speaking countries for a period of at least five years immediately prior to the commencement of my program at UNSW.	YES <input type="checkbox"/> NO <input type="checkbox"/>
OR I hold a certificate of English proficiency from an approved test (e.g. IELTS or TOEFL) undertaken within the last two years. If yes, Test name: _____ Test score: _____ Test date: / / (dd/mm/yy)	YES <input type="checkbox"/> NO <input type="checkbox"/>
OR I will be sitting a test: (Please write which test you will be sitting)	Test date: / / (dd/mm/yy)

Note: You can apply without having satisfied the University's English language requirements, however, a confirmed offer will not be issued until the English language requirements have been met.

7. Details of other qualifications held and professional experience

Please provide details as an attachment of any membership of professional bodies such as Institute of Chartered Accountants (ICAA), IEAust, IPESMA, etc. Applications for admission to programs having a professional experience requirement must include a curriculum vitae or resume which details your experience including name of employer, dates of service and nature of duties or position occupied.

8. Privacy

The information you provide on this application form is 'personal information' as defined by the Privacy and Personal Information Act, 1998 (NSW) [the Act]. It is collected and held by UNSW in order to assess and follow up your application for admission and for administrative and statistical purposes, or to send you information about UNSW activities relevant to your admission and/or enrolment. We may give your information to others inside and outside UNSW to facilitate this.

You have the right of access to, and alteration of, the information concerning yourself in accordance with the Act and the UNSW Privacy Management Plan. UNSW will not disclose your personal information without your consent and without due cause, except as authorised by law -set out in this statement. You have the right to refuse this consent, but if the consent is not given your application may not be processed. By signing this document you accept these conditions.

9. Declaration and signature

I declare that the information declared on this form is complete and correct. I authorise the University to obtain information from any educational institution previously or currently attended by me. If any information supplied by me is considered to be untrue, incomplete or misleading in any respect, I understand the University may take such action as it believes necessary including the disclosure of the information to any person or body the University considers has a legitimate interest in receiving it and I consent to such disclosure. I understand the University reserves the right to vary or reverse any decision made on the basis of untrue, incomplete or misleading information. I have made this application having had access to sufficient information regarding UNSW programs, courses, fees, costs, facilities and services. I understand the University reserves the right to make alterations to any matter offered in this publication without notice and that this agreement does not remove my right to take further action under the Australian consumer protection laws.

Name (Print): _____ Date: _____

Signature: _____

10. Application fees - AUD\$250 (non-refundable)

I wish to pay the UNSW application fee of AUD\$250 by:

- ☐ Cheque - please made payable to The University of New South Wales, and enclose with this form.
- ☐ Credit card - I, _____, authorise The University of New South Wales to charge to my credit card the amount of AUD\$250, as payment for my application fee.

Credit card details:

☐ Mastercard ☐ Visa Card number:

Card holder's name: _____ Expiry date (month/year): _____

Card holder's signature: _____

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)