



## 5. CITIZENSHIP/RESIDENCY DETAILS

a. Please indicate your citizenship/residency status by ticking **ONE** of the following:

- I am an Australian Citizen. Please refer to Section 14 on certified proof of Residency status and complete Questions d – g
- I am a New Zealand Citizen. Please refer to Section 14 on certified proof of Residency status and complete Questions d – g
- I am a holder of an Australian Permanent Resident Visa (other than Humanitarian sub-class). Please complete Questions b - g
- I am a holder of an Australian Permanent Resident Humanitarian Visa. Please complete Questions b - g

**If you have not selected one of the options as listed above, you may be able to apply to complete this program as an International Student. Please contact Macquarie International on 9850 6320 for further information.**

b. For holders of Australian Permanent Resident or Australian Permanent Resident Humanitarian Visas please complete the following:

- On what date was your Visa granted? \_\_\_\_\_ (dd/mm/yyyy)
- If the Visa was granted before you entered Australia, please give the date when you first entered Australia as Permanent Resident. \_\_\_\_\_ (dd/mm/yyyy)

**Please attach a certified copy of your visa and (if relevant) the page in your passport showing the date when you first entered Australia as a permanent resident.**

c. Will you be residing in Australia during the study period?  Yes  No

d. In which country were you born? \_\_\_\_\_

e. If you were not born in Australia, in what year did you first enter Australia? \_\_\_\_\_ (dd/mm/yyyy)

f. What is the main language spoken at your permanent home residence? \_\_\_\_\_

g. Are you Aboriginal?  Yes  No or Torres Strait Islander origin?  Yes  No or  both  No

## 6. PROOF OF ENGLISH PROFICIENCY

Is English your first language?  Yes  No, my first language is

If English is not your first language, the options below **MAY** be considered as meeting the English proficiency requirement. Please indicate which, if any, of these you have obtained. You must submit documentary evidence of this study.

Qualification	Institution/Course/Test
Any of the tests or qualification listed in the English Proficiency Table with minimum scores indicated	
Recent tertiary study in Australia with good passes.	
Year 11 and 12 at an Australian High School with good passes in English	
Secondary or tertiary study in a country where English is an official language	

## 7. DISABILITY, IMPAIRMENT OR LONG TERM MEDICAL CONDITION

Please indicate any area(s) of impairment

Hearing  Vision  Learning  Medical  Mobility  Other (specify): \_\_\_\_\_

**If you require support services based on your disability or health condition, please contact the Equity Support Unit (ESU) prior to the commencement of your studies. Phone: 02 850 7497 or Email: equity@mq.edu.au**

Please indicate any support requirements:

Support needs / equipment needs (specify) \_\_\_\_\_

\_\_\_\_\_

## 8. HIGH SCHOOL STUDIES

Did you attend Year 12 in Australia?  Yes  No Please go to Question 9

**If YES, please provide information of your Year 12 studies**

State where attended	Name of High School	HSC Year	Year 12 Student Number (if known)

## 9. TERTIARY STUDIES

Duration From Year To Year	Name of Tertiary Institution (and country if not in Australia)	Name of Course Studied (Please indicate Full-time or Part-time Attendance)	Class/Grade (Hons.only)	Completed YES / NO	Date of Completion (or Expected Date of Completion)

## 10. DETAILS OF OTHER QUALIFICATIONS HELD (e.g. Membership of professional bodies, certificates held) and DETAILS OF PROFESSIONAL EXPERIENCE (relevant to proposed study)


## 11. ATTACHMENTS

Please note:

- (A) An original official transcript issued from each institution attended, other than Macquarie University must be provided. If copies are provided, these must be CERTIFIED copies (Refer to back page for details)
- Documents not in English must be accompanied by CERTIFIED translations.
  - If the transcript is in a former name, evidence of change of name must be submitted.
  - If you are currently enrolled in a course at another institution, you should supply an original official record of your results to date immediately and then send a final academic transcript of your present program as soon as it states that you have satisfied requirements for the award.
- (B) Resume

## 12. FEE-HELP LIMIT to be completed if you intend to receive FEE-HELP assistance

The FEE-HELP limit for all your higher education studies is \$83,313 (indexed each year).  
If you enrol in a unit of study and the tuition fee exceeds your FEE-HELP balance, you will need to pay the amount in excess of your FEE-HELP balance, directly to the University.

If you have been a FEE-HELP student previously, you will be able use your CHESN to access your FEE-HELP Balance on the "Going to Uni" website at [www.goingtouni.gov.au](http://www.goingtouni.gov.au)

Please note that Stage One of **myUniAssist** has been launched by the Department of Education, Employment and Workplace Relations (DEEWR) and this will advise you of your FEE-HELP usage.

### Question:

If you intend to receive FEE-HELP assistance for your enrolment in the coming semester, will you exceed your FEE-HELP limit?  
 Yes  No

## 13. DECLARATION AND SIGNATURE

(Your application cannot be considered unless you accept all conditions set out below by signing and dating this declaration and authority.)

I wish to apply for the course/s listed and declare that the information I have submitted is true and complete. I understand that Macquarie University reserves the right to vary or reverse any decision made on the basis of incorrect or incomplete information.

I understand that while the supply of information is voluntary, if I cannot provide or do not wish to provide the information sought, it may be impossible to process my application.

I understand that in submitting this application, Macquarie University is collecting personal information from me, and that this is considered personal information for the purposes of the Privacy and Personal Information Protection Act 1998. I understand that the purpose for collecting the information is to enable my application to be considered, to plan the provision of educational courses, and that the intended recipients of this information are officers within Macquarie University and any other body who may require the information for administration purposes, including agencies of the Federal Government.

Macquarie University is collecting the information in this form for the purpose of assessing my entitlement to Commonwealth assistance under the Higher Education Support Act 2003 and allocation of a Commonwealth Higher Education Student Support Number (CHESN) to me. I understand that Macquarie University may disclose the information to the Department of Education, Employment and Workplace Relations (DEEWR) for those purposes, that DEEWR will store the information securely in the Higher Education Information Management System (HEIMS) and that DEEWR may disclose the information to the Australian Taxation Office (ATO). Macquarie University and DEEWR will not otherwise disclose the information without my consent unless required or authorised by law.

I authorise Macquarie University to collect, receive, store, transfer and use any information about me from the Universities Admissions Centre and/or other tertiary institutions to facilitate the processing of my application.

Name	Signature	Date

## 14. CERTIFICATION OF DOCUMENTS

Attach legible copies of the following documents.

- CERTIFIED evidence of Australian or New Zealand citizenship.
- CERTIFIED evidence of Permanent Residency status in Australia i.e. copy of Visa, Immigration date of entry into Australia
- CERTIFIED evidence of English proficiency.
- CERTIFIED proof of name change if applicable.

Photocopied documents must be stamped and certified as a true copy of the original by one of the following:

- an authorised officer in the admission/student enquiry office at any Tertiary Institution.
- an accountant - members of the Institute of Chartered Accountants in Australia, or the Australian Society of Certified Practising Accountants, or the National Institute of Accountants, or the Association of Taxation and Management Accountants or Registered Tax Agents.
- a bank manager, but not a manager of a bank travel centre
- a barrister, solicitor or patent attorney
- a police officer in charge of a police station, or of the rank of sergeant and above
- a principal of an Australian secondary college, high school or primary school
- a Justice of the Peace
- a minister of religion

**PLEASE NOTE:** The person certifying the photocopies must not be related to you and must:

- write on the copy: "This is a true copy of the original document sighted by me";
- sign it;
- print the following details:
  - name
  - contact phone number
  - category in the above list
  - date verified

affix the official stamp or seal of the verifier's organisation on the copy, if the organisation has a stamp.

## 15. CHECKLIST FOR APPLICANTS Before mailing your application, please check that you have completed the following:

- Sections 1 to 10, where applicable, have been answered in full.
- You have signed and dated the Declaration at 13.
- Certified copies of the full official transcripts of your previous academic record(s) have been provided in ENGLISH.
- Certified proof of completion of any previous academic qualification has been provided.
- Certified evidence satisfying the University's English requirement (if applicable) has been provided.
- You have provided all citizenship/residency information requested in Section 5.
- Certified proof of change of name (if applicable).
- You have enclosed a stamped, self-addressed envelope to have the receipt of your application acknowledged.

**Please note:**

**Faxed applications or documents are not acceptable. Processing of applications/documentation will not take place until an original or certified copy is received.**

**Applications which are incomplete or which have inadequate documentation will not be processed until all appropriate documentation has been received. Late receipt of documentation may jeopardise your chance of receiving an offer.**

## 16. ENGLISH PROFICIENCY TABLE

Test	Score required	Test	Score required
TOEFL (Test of English as a Foreign Language) Paper based	580 (minimum of 53 in listening, 51 in writing, 52 in reading, minimum of 5.0 in TWE)  NB: Applicants for Translating and Interpreting and Editing and Publishing programs must have an overall score of 600.	IELTS (International English Language Testing System) Academic version	6.5 overall (minimum of 6.0 in each subtest)  NB: Applicants for Translating and Interpreting, Editing & Publishing courses must have an overall score of 7.0 with a minimum of 7.0 in the reading and writing tests. All Australian Centre for Educational Studies courses and Clinical Audiology require an overall score of 7.0.
TOEFL Computer based	237 (19 in the component tests, minimum of 5.0 in Essay Writing)	GCE 'A' Levels (from Britain or Singapore)  (General Certificate of Education A Levels)	C pass in English or other humanities subject
TOEFL Internet-based	Overall 92 Writing 22, Speaking 23 Listening 18, Reading 17  NB: Applicants for Translating and Interpreting and Editing and Publishing programs must have an overall score of 100.  Writing 25 and 23 for other sections	UNSW Foundation Studies  Australian TAFE and Private Provider Studies	Completed certificate with C pass in Academic English  Completed AQF Certificate IV (including English for Academic Purposes) or completed Advanced Certificate
CULT (Combined Universities Language Test)	70	CCPE  (Cambridge Certificate of Proficiency in English)	C pass
International Baccalaureate (Diploma must be awarded)	Minimum English A2 at higher level	HKALE  (Hong Kong Advanced Level Examination)	C pass in Use of English