

## How to apply

### 1. COURSEWORK OR RESEARCH?

Using the Prospectus, check the degree you wish to apply for to ensure it is a **research** degree. Research degrees include Masters by Research, PhDs, and Professional Doctorates (e.g. EdD, DBA) and contain little or no coursework. A research degree involves significant independent and original research, working with supervisors, and concluding with the submission of a thesis for examination. If you do not wish to undertake independent research, you should consider applying for a coursework degree.

### 2. CONTACT THE SCHOOL

Using the instructions on page 18-21 of this Prospectus, contact the appropriate member of the academic staff at UWA to discuss your proposed research. You should apply **only** if an academic staff member agrees to consider acting as your supervisor.

### 3. COMPLETE THE APPLICATION FORM

Select up to two courses to apply for, in order of preference. You must enter the **exact** name of the course as it appears in the Prospectus and a brief explanation of the area of research you wish to pursue e.g. PhD in Animal Biology. If your application for the first preference is unsuccessful, your second preference will be considered. Read the instructions on the application form carefully. You must complete **all** sections clearly and accurately, and you **must** include the name of your proposed supervisor and your research outline. If you are unable to complete a section at time of application (e.g. English proficiency), you must advise UWA of when you expect to provide this information. Processing of incomplete applications will be delayed significantly. If you are applying for an IPRS, you must apply before **31 August 2005** and include two (2) copies of your application.

### 4. SUPPORTING DOCUMENTS

For your application to be successful, you must meet admission standards such as English language proficiency, academic results, professional work experience, etc. You must include documentary evidence of your qualifications (and publications where relevant) to support your application. Personal Statements **must** also be included.

### 5. CHECKLIST

Use the checklist on the back of this application form to ensure you have completed the form and attached all relevant supporting documents.

### 6. APPLICATION SUBMISSION

Submit your completed application to an authorised UWA overseas representative (see [www.admin.uwa.edu.au/ic/agents.asp](http://www.admin.uwa.edu.au/ic/agents.asp) for a list) or directly to the University:

International Students Officer (Postgraduate)

International Centre

The University of Western Australia

35 Stirling Highway, Crawley, Perth, Western Australia 6009

## What happens next?

### 1. ACKNOWLEDGEMENT

When your application is received, an email will be sent to your representative or to your personal email address if you applied directly. The assessment process is thorough so your application will usually take about eight weeks to process. Incomplete applications and those requiring further clarification will take longer. To ensure the fastest response time, please follow application instructions carefully.

### 2. OFFER LETTER

If you meet all admission requirements, you will be issued with an Unconditional Offer and an Acceptance of Offer form. A Conditional Offer will be issued for applicants who:

- i. have not yet met UWA's English language requirements;
- ii. must provide further academic information (e.g. evidence of Bachelor degree completion);
- iii. must provide other documentation for enrolment (e.g. original documents, Police Clearance).

If you are from an Assessment Level 3 or 4 country

([www.immi.gov.au/study/visas/subclasses\\_assessment.htm](http://www.immi.gov.au/study/visas/subclasses_assessment.htm)) you should use the Offer Letter to lodge your application for Pre-Visa Assessment (PVA).

### 3. ACCEPTING THE OFFER

Follow the acceptance instructions on the offer carefully. Read the terms of the offer and any conditions carefully to ensure you understand how you must meet any conditions. Read the Refund Policy to ensure you understand your financial obligations. To accept the offer, sign **both sides** of the Acceptance of Offer form, and return it along with payment of the first semester's tuition fee and OSHC fee. If you require a PVA (see above) you **must** submit your PVA letter at the same time as paying the fees.

### 4. ELECTRONIC CONFIRMATION OF ENROLMENT (eCoE)

Once payment is received, an eCoE will be sent to you or your representative. You use this to obtain your student visa. For more information on student visas, see: [www.immi.gov.au](http://www.immi.gov.au)

### 5. PRE-DEPARTURE INFORMATION

With your eCoE you will also receive information about Orientation, living and studying at UWA, and forms to apply for accommodation (temporary and/or long-term) and airport pickup. Questions concerning your research project **must** be directed to the supervisor named on your offer letter.

### 6. ORIENTATION & ENROLMENT

During the week before semester, you will take part in UWA's Orientation Programme and enrol at UWA.



THERE IS NO APPLICATION FEE

**SECTION A - COURSE SELECTION**

**UWA Student No: (if available)** \_\_\_\_\_

**When do you wish to commence study?**

Month: \_\_\_\_\_ Year: \_\_\_\_\_

**Do you wish to undertake not-for-degree research for only a short duration (6-12 months)?**

No   
 Yes  *You do not need to complete Sections H or I of this application form*

**What course are you applying for? (Please write the exact name of the course)**

Courses MUST be correctly identified as listed on the University's Postgraduate Courses and Tuition Fees form.

Preference 1	Course/Area of Study	Preference 2	Course/Area of Study
<input type="checkbox"/> Masters by Research	_____	<input type="checkbox"/> Masters by Research	_____
<input type="checkbox"/> PhD	_____	<input type="checkbox"/> PhD	_____
<input type="checkbox"/> Professional Doctorate (eg EdD, DBA)	_____	<input type="checkbox"/> Professional Doctorate (eg EdD, DBA)	_____

**SECTION B - PERSONAL DETAILS (Please print clearly)**

**Name (Exactly as it appears, or will appear, in your passport)**

Title (Mr/Ms/etc): \_\_\_\_\_ Family Name: \_\_\_\_\_  
 Other Names: \_\_\_\_\_ Sex: (Male/Female) Date of Birth: / / (Day/Month/Year)  
 Country of Birth: \_\_\_\_\_ Country of Citizenship: \_\_\_\_\_

**Address**

**Permanent Home Address (Please note that courier delivery is not possible to addresses with a Post Office box)**

Street Address: \_\_\_\_\_  
 \_\_\_\_\_  
 State: \_\_\_\_\_ Country: \_\_\_\_\_ Postcode: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

*By providing a clearly legible email address, you will be able track the progress of your application online.*

**Current Postal Address (if different from above)**

Street Address: \_\_\_\_\_  
 \_\_\_\_\_  
 State: \_\_\_\_\_ Country: \_\_\_\_\_ Postcode: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

*By providing a clearly legible email address, you will be able track the progress of your application online.*

**Do you have any disability/ies or chronic illness/es which will require special consideration to assist you while studying at UWA?**

No  Yes  If yes, please attach all relevant documents to your application.

**SECTION C - CITIZENSHIP**

**Do you hold Australian citizenship, permanent residency and/or an Australian passport?**

No  What is your country of Citizenship? \_\_\_\_\_ Passport No: \_\_\_\_\_  
 Yes  *Please note that the application procedures and course quotas for overseas residents are separate from those for Australian residents. Australian residents, New Zealand citizens and Australian permanent residents apply directly to the relevant Faculty.*

**Do you or your family have an application for Australian citizenship, permanent residency and/or an Australian passport which is currently under consideration by the Australian Government?**

No   
 Yes  *Potential migrants should discuss their status with the International Centre. Please note: IPRS holders are required to maintain their international student status for the duration of their degree.*

**SECTION D – QUALIFICATIONS & EXPERIENCE**

**Tertiary Qualifications** (attach evidence)

Please list all your tertiary qualifications.

Qualification	Length of Course	Year Obtained	Name & Location of Institution
<i>for example:</i> Bachelor of Commerce	3 years	1996	University of WA, Perth, Australia
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Professional Qualifications & Membership** (attach evidence)

Please list any professional qualifications you have obtained, or evidence of membership with professional bodies.

Qualification	Year Obtained	Name & Location of Institution
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Work Experience** (attach evidence)

Please list any relevant work experience.

Employer	Years of Service	Position
_____	_____	_____
_____	_____	_____
_____	_____	_____

**SECTION E - ENGLISH PROFICIENCY** (attach evidence)

All applicants must demonstrate an acceptable level of English competency to gain admission to UWA. Minimum acceptable scores are listed in the Postgraduate Research Information for International Students booklet. Please indicate your current proficiency below:

**Have you completed a test of English Proficiency in the past two years?**

Yes  Test Name: \_\_\_\_\_ Test Score: \_\_\_\_\_

No  Please Indicate which English test you intend to sit, and when you will sit the test \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (Day/Month/Year)

**Have you completed any studies in English?** Yes  No

If Yes please specify: \_\_\_\_\_

**Do you wish to apply for a Packaged programme of English language training before the UWA degree course?**

(Please note that if you answer "Yes", you must submit evidence of your current level of English proficiency before the Packaged Offer will be processed):

Yes  No

Note: In some countries IELTS is required by the Australian Government in order to obtain a visa. Please check with the Australian embassy in your country, or at: <http://www.immi.gov.au/study/index.htm> .

**SECTION F - FINANCIAL SUPPORT**

Please provide evidence of your source of financial support while undertaking the proposed studies [✓].

- I am a private student supported by myself/my family (attach a signed statement by your parent/provider or bank institution)
- I am fully sponsored by my Home Government/University (attach evidence)
- I am fully sponsored by my Employer (attach evidence)
- I wish to be considered for an International Postgraduate Research Scholarship (IPRS).

Applications are only accepted from May to August each year, and IPRS applicants must be able to commence by 31 March of the relevant year.

Note: Scholarships are awarded for research programmes only, not degrees undertaken by coursework. The University offers several scholarships each year, awarded on a purely academic basis. To be considered for an IPRS, please submit this application plus 2 copies by 31 August. Applications received after 31 August will not be considered.

- I wish to be considered for a full-fee place if I am not awarded an IPRS.
- Other scholarships I have applied for (please specify and attach evidence): \_\_\_\_\_

## UWA POSTGRADUATE RESEARCH APPLICATION FORM 2005-2006

### SECTION G - REFEREES

Please provide the names and contact details of two academic referees. IPRS applicants must provide written references from two academic referees:

Name:

Address:

Telephone:

Fax:

Email:

Name:

Address:

Telephone:

Fax:

Email:

### SECTION H - RESEARCH

*This section is to be completed by all IPRS applicants and students undertaking PhD, Masters by research or other degrees involving a major research project.*

**Please state the school and school contact at UWA whom you have contacted and who has indicated the department's willingness to supervise the proposed topic:**

School:

Name of UWA Contact:

**Please attach the following:**

1. A brief outline of the research work you wish to undertake (1-2 pages in length).
2. If available, details of any publications in learned journals or copies of any published papers.

### SECTION I - PERSONAL STATEMENT

In order to assist the University to evaluate your application for admission as a candidate for the degree, please attach a statement giving details of your personal aims in wishing to undertake the course by answering the following questions:

- a) Why do you want to come to UWA?
- b) What do you hope to achieve?
- c) How will the qualifications gained at UWA help you when you return home?

This is critical to the evaluation process as it is not possible to interview each prospective student.

### SECTION J - DECLARATION & SIGNATURE

I declare that the above information provided by me in connection with this application is true and correct. I understand that The University of Western Australia reserves the right to vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information. I authorise The University of Western Australia to obtain any relevant academic records from my previous institutions.

Signature:

Date:

#### APPLICATION CHECKLIST

- Correctly complete all relevant sections of the application form
- Indicate your course preferences by their correct name
- Attach a certified copy of your original degree certificate with an English translation
- Attach a certified copy of your original academic transcripts with an English translation
- Attach a certified copy in English of all your professional qualifications/memberships/work experience (where applicable)
- Attach a certified copy of your English proficiency (test score)
- Attach evidence of financial support
- Section H completed and research outline attached
- Attach a personal statement
- Photocopy of Passport

**Please ensure you complete this checklist as applications will be DELAYED without full information**