

APPLICATION FOR ADMISSION to a postgraduate RESEARCH degree

LOCAL APPLICANTS

Please type or write in black ink using capital letters. Please tick boxes clearly.



THE UNIVERSITY OF
NEW SOUTH WALES

Graduate Research School
The University of New South Wales
UNSW SYDNEY NSW 2052
CRICOS Provider No: 00098G

1. STUDENT IDENTIFICATION NUMBER

Have you been enrolled at The University of New South Wales before?

- Yes What was your student identification number? _____ (If unknown, state first year of enrolment _____)
- No Have you applied to the University of New South Wales before?
- Yes What was your first year of first application? _____
Your student identification number? _____
- No

2. PERSONAL DETAILS

| | | | |
|---|--------------------------|------------------------|--------------------------|
| Family Name: | Other Names: | | |
| Previous Family Name: | Date of Birth: | Sex: M | <input type="checkbox"/> |
| | dd / mm / yy | F | <input type="checkbox"/> |
| Postal Address: | | | |
| | | | |
| Post Code | | | |
| | | | |
| Email: | Fax: () | | |
| | | | |
| Telephone: day () | evening () | | |
| Citizenship: | | | |
| Australian Citizen | <input type="checkbox"/> | New Zealand Citizen | <input type="checkbox"/> |
| Australian Permanent Resident* | <input type="checkbox"/> | Country of Citizenship | _____ |
| * Please attach certified evidence of your residency status | | | |
| If none of these categories apply, you must apply on an International Application Form. | | | |

3. PROGRAM DETAILS

| | |
|---|--|
| Award title and program in which you wish to enrol: (e.g. PhD in Electrical Engineering) | |
| Program Code: | Academic Plan, if known: |
| If academic plan unknown, nominate major area of study: | |
| Attendance mode: Internal | <input type="checkbox"/> or External <input type="checkbox"/> |
| Full-time | <input type="checkbox"/> or Part-time <input type="checkbox"/> |
| Preferred semester and year of commencement: (eg Semester 1, 2006) _____ | |

4. ENGLISH LANGUAGE PROFICIENCY

(a) Is English your first language? Yes No If no, please answer questions 4 (b) & (c)

(b) Have you completed a degree or diploma within the last 2 years, where the sole language of instruction was English?
 Yes Please state degree and institution : _____ No

(c) Have you undertaken an English Language test within the last 2 years?
 Yes Date taken: _____ English test name: _____ result (if known): _____
 No Please indicate what test you will be sitting for Test Name _____
Test Date _____

Please note that only original copies of English test results will be accepted.

5. TERTIARY STUDIES

Provide details of any degrees or postgraduate diplomas which you have completed or expect to complete before commencing the program for which you are applying.

| Name of Institution (and location if not in Australia) and name of program. | Years of attendance (mm/yy to mm/yy) | Completed Yes/No (if no indicate expected completion date) | Attendance (full-time or part-time) | Normal full-time duration of program (eg 3 yrs) | Class or grade of completed program (eg honours 2/1) |
|---|--------------------------------------|--|--|---|--|
| Institution: _____ Location: _____ Program Name: _____ | __/ __ to __/ __ | <input type="checkbox"/> Yes <input type="checkbox"/> No __/ __/ __ | <input type="checkbox"/> F/T <input type="checkbox"/> P/T | | |
| Institution: _____ Location: _____ Program Name: _____ | __/ __ to __/ __ | <input type="checkbox"/> Yes <input type="checkbox"/> No __/ __/ __ | <input type="checkbox"/> F/T <input type="checkbox"/> P/T | | |
| Institution: _____ Location: _____ Program Name: _____ | __/ __ to __/ __ | <input type="checkbox"/> Yes <input type="checkbox"/> No __/ __/ __ | <input type="checkbox"/> F/T <input type="checkbox"/> P/T | | |
| Institution: _____ Location: _____ Program Name: _____ | __/ __ to __/ __ | <input type="checkbox"/> Yes <input type="checkbox"/> No __/ __/ __ | <input type="checkbox"/> F/T <input type="checkbox"/> P/T | | |

6. INCOMPLETE PRIOR RESEARCH STUDIES

Provide details of all prior research studies that you have commenced but not completed (except those indicated above). Students transferring their candidature from another Australian tertiary institution must disclose full details of their incomplete studies here.

| Name of Institution (and location if not in Australia) | Degree undertaken | Date last enrolled | Number of full-time semesters enrolled* | Number of part-time semesters enrolled* |
|--|-------------------|--------------------|---|---|
| | | | | |
| | | | | |

DOCUMENTATION

You are required to supply with each application a certified copy of full official transcript of your academic record in English for **all** tertiary study undertaken. This must show all courses attempted including failures, marks and/or grades and a statement, if appropriate, that all requirements for the degree or diploma have been satisfied. (A "course" is a subject, module or unit of study).

If you are currently enrolled in a program at another institution you should attach to this application a certified copy of the official transcript of your results to date and send results for your present program as soon as they become available.

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

* You are deemed to have been enrolled for a particular semester at an Australian university if you were enrolled on the HECS census date for the semester (ie 31 March for semester one or 31 August for semester two). Usually a full-time candidate will be enrolled with a load of .5 per session and a part-time candidate with a load of .25. If you were enrolled with a load other than the usual load for the session please specify the load.

7. DETAILS OF OTHER QUALIFICATIONS HELD and DETAILS OF PROFESSIONAL EXPERIENCE

Please include details of any membership of professional bodies such as Institute of Chartered Accountants (ICAA), IEAust, IPESMA etc.

8. REFEREES

Please state the names, addresses, phone numbers, fax numbers and email addresses of two academic referees who are able to comment on your most recent studies.

Referee 1:

Referee 2:

9. DETAILS OF PROPOSED RESEARCH

You must consult either the School postgraduate co-ordinator or a member of the academic staff in the School before completing this section, unless:

- (i) you are applying for a PhD or Masters by research in the Faculty of Medicine. In this case, you must establish contact with a prospective supervisor **before lodging the application**. Once you have the agreement of your prospective supervisor you must attach to your application copies of correspondence you have received from the School and/or the potential supervisor.
- (ii) you are applying for a PhD or Masters by Research in the Faculty of Commerce and Economics. In this case, you must contact the Faculty Research Office at graduateresearch.fce@unsw.edu.au or ph (+61 2) 9385 3343 prior to submitting your application. The Faculty Research Office will then help you to establish a prospective supervisor.
- (iii) you are applying for a PhD or Masters by research in the Faculty of the Built Environment. In this case you must provide a typed preliminary research proposal of 1500 words (for Masters degrees) or 3000 words (for the PhD) which includes a preliminary literature review, a statement of the research problem and its significance, and an outline of the method to be used to analyse the problem.

Please nominate the subject area of the research you propose to undertake and the topic of the thesis (if known): (e.g. *Electrical Engineering; alternative methods of power generation*)

Name of your preferred supervisor (if known):

Have you discussed this application with him/her?

- Yes Have you reached agreement on the research you wish to undertake?
 Yes (attach copies of correspondence with supervisor) No

No Who have you contacted in the School?

Where will the research be undertaken if not in a School on the Kensington campus? (e.g. *in a UNSW teaching hospital, in a UNSW Research Centre or in an external Research Centre*)

In addition, you are required to attach to your application the following:

- a) an outline of your broad research interests
- b) an outline of the research you wish to undertake (*in about 100 words*)
- c) details of any previous research or development work performed, together with details of any published papers (*a copy of the papers should be included with the application*).
- d) If you have completed a thesis or project report as part of a previous degree please provide an abstract (in English) of the thesis/project report and indicate in percentage terms the research component of the degree (e.g. *final year undergraduate thesis - 25% of work required in that year*).

10. SCHOLARSHIP

Do you hold or expect to hold an externally funded scholarship? Yes Name
 No

11. MD DEGREE APPLICANTS ONLY

If you are not a graduate of the University please indicate the length of time you have been associated with the University or one of its teaching hospitals:

In what capacity was your association with the University?

12. CHECKLIST

- 1. Questions 1 through to 10 (and 11 if applicable) have been answered in full.
- 2. A certified copy of the full official transcript of your academic record for each program attempted has been provided in English. (If you have not attached your transcript but have requested the relevant institution to provide the results directly to the University of New South Wales please tick this box).
- 3. Proof of completion of any previous tertiary qualification(s) has been provided.
- 4. Details of incomplete prior research studies, if applicable, have been provided.
- 5. Evidence of satisfying the University's English Language Requirement has been provided.
- 6. Proof of name change, if relevant, has been provided.
- 7. A brief outline of your proposed research has been attached.
- 8. If applicable, details of previous research or development work, copies of published papers and/or an abstract of your thesis/project report completed as part of a previous degree have been attached.
- 9. The declaration at the end of this application has been signed and dated.

13. PRIVACY NOTIFICATION

The University of New South Wales [UNSW] acknowledges and respects the privacy of individuals. The information you provide on this application form is "personal information" as defined by the Privacy and Personal Information Act, 1998 (NSW) [the Act].

The information you provide is collected and held by UNSW in order to assess your application for admission to a postgraduate program and for administrative and statistical purposes, or to send you information about UNSW activities that may be of interest to you. 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 required by law. You have the right to refuse this consent, but if the consent is not given your application may not be processed. Express consent to disclosure is given in 14 below.

14. DECLARATION AND CONSENT

I declare that the information submitted in this application is correct and complete. I authorise the University to obtain information from any tertiary 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.

Name: _____

Signature: _____ Date: _____

Unsigned applications will not be processed.

Please note: Admission to programs at UNSW is competitive. This application is not an enrolment form, nor does it guarantee admission.

Retention of applications

Applications and documents will be destroyed one year after notification of the result of the application, except where an offer has not been made, these applications and documents will be destroyed after a six month period.

TO LODGE YOUR APPLICATION:

BY MAIL:

Graduate Research School
The University of New South Wales
UNSW SYDNEY NSW 2052

IN PERSON:

Graduate Research School
Ground Floor
Rypert Myers Building
Gate 14 Barker Street
Kensington NSW