

IMPORTANT INFORMATION

Please read these notes and instructions carefully before completing the Application Form.
The only instruction page which should be returned with your application is Appendix 3, the Application checklist.
Please do not return any other instruction pages.

1 - INFORMATION INDEX

Please ensure that you have all the following information sheets and the Application Form. It is important that you read through the information carefully before completing the Application Form.

Section A	General information
Section B	Application Form
Appendix 1	Academic Referee's Report (2 copies)
Appendix 2	Presenting documentation for admission
Appendix 3	Application checklist

2 - LODGING YOUR APPLICATION

This application will be electronically scanned. Please submit only the Application Form (Section B) and relevant documentation on white paper (where possible). Please DO NOT use special files, folders, dividers, staples, headers, post-it-notes, etc. These items are damaging to our scanning equipment.

Address for lodging application:

Postal:	University of Western Sydney Student Administration Postgraduate Research Unit Penrith Campus, Building K.1.35 Locked Bag 1797 PENRITH SOUTH DC 1797	Street:	University of Western Sydney Student Administration Postgraduate Research Unit Penrith Campus, Building K.1.35 Second Avenue KINGSWOOD NSW 2747
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Applicants using overseas postal services are strongly advised to certify or register their application packages to ensure timely delivery. The University will not accept the application in an electronic format (e.g. email or fax).

Where applicants cannot verify a claim in the requested format, it will not be considered. You must present one (1) full copy of the Application Form including all attachments.

3 - ADMISSION

Applicants need to demonstrate prior research experience, either through an appropriate course of study, such as Bachelor Honours, a research masters degree, a postgraduate coursework degree that includes a substantial research component, or a coursework degree and additional research experience or output.

Applicants claiming academic equivalence for admission must present supporting documentation. You should address knowledge of research methodology and the ability to undertake academic writing. You may also present information about specialist knowledge and skills relevant to the area of study. Presentation of such documentation should be guided by the advice found under Appendix 2.

Additional information about admission criteria can be found on the web at:
www.uws.edu.au/research/prospective_candidates/apply

4 - TRANSFER

Applicants who are applying to transfer from another university should be aware that under the Research Training Scheme they cannot 'restart' their candidature. All periods of enrolment at other universities may be deducted from the time available at UWS.

5 - TIME

It is expected that Doctoral candidates will complete their studies in three years full time and Masters Honours in 18 months full time or part time equivalent.

Student Administration - Operations
Research Admission Application 2009
Section B – Research Admission Application Form

Postgraduate Research
 Locked Bag 1797, Penrith South DC NSW 1797



Please complete this form in **BLACK INK** using **CAPITAL LETTERS**.

All applicants must attach **CERTIFIED** proof of their residency status:
 e.g., certified copy of a visa, passport, birth certificate or citizenship papers.

If you are not already enrolled, you must attach a brief research proposal. (up to 5 pages)

You must attach a **CERTIFIED** copy of your academic records.

For more information about document certification, please see Section A, page ii.

Applicants whose qualifications were all completed overseas must attach evidence that the language of instruction was English,
 or attach an English Language Test result (IELTS or TOEFL). Refer to English Language Requirements at:
www.uws.edu.au/research/prospective_candidates/apply

1 - PERSONAL DETAILS

UWS Student ID number

Daytime contact phone number

+

Title

Family name

Given name(s)

Preferred name(s)

Gender

Male Female

Date of birth

 DD / MM / YYYY

Postal address

Unit no.	Street no.	Street name			
Suburb	State			Postcode	
Country					

Residential address (if different from postal address). **Post Office Box numbers are not acceptable.**

Unit no.	Street no.	Street name			
Suburb	State			Postcode	
Country					

Home phone number

Work phone number

Mobile phone number

+

Email address

2 - COURSE SELECTION DETAILS

I wish to apply for: Admission and Scholarship (usually full time only) Admission only Scholarship only

To start: As soon as possible Next session Next Year

At course level:

- Doctor of Philosophy
- Doctor of Education
- Doctor of Medicine
- Doctor of Creative Arts
- Doctor of Cultural Research
- Doctor of Business Administration
- Masters Honours

Attendance pattern:

- Full time
- Part time

3 - SCHOLARSHIPS

If you would like to be considered for a scholarship, you will need to indicate this in Section B page 1. Scholarships will be assessed in October and you will be advised of the outcome in December. Information is available at www.uws.edu.au/research/scholarships.

Have you previously received an Australian Government award? Yes No

Name of Award

Year Awarded

Tenure of Award

Years

Months

Awarded by which institution?

4 - CITIZENSHIP AND AUSTRALIAN RESIDENCY STATUS

If you are an international student (i.e. you are not an Australian or New Zealand citizen or an Australian permanent resident), you are ineligible to apply for admission on this form.

Are you of Aboriginal or Torres Strait Islander origin? No Yes

Are you a citizen of either Australia or New Zealand? No Yes

If yes, you must attach a **CERTIFIED** copy of your Birth/Citizenship certificate or passport

Australian permanent residents:

Date you arrived in Australia	/ /	Date permanent resident status granted	/ /	Type of visa*	
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*You must attach a **CERTIFIED** copy of your Permanent Residency Visa

5 - PROPOSED/CURRENT RESEARCH (to be completed by the applicant)

You must contact one or more academics to discuss the possibility of supervision before you submit your application. You may be allocated to another academic supervisor in your field, depending on the workload of your nominated supervisor(s).

Prospective candidates must attach a brief research proposal (eg up to 5 pages). This document must provide details of the area of proposed research and an outline of the proposed research methodology.

Who have you contacted to discuss your proposed research?

Proposed thesis title

Currently enrolled candidates applying for a RTS place:

Supervisor's name

Thesis title

All applicants:

Please indicate which *Fields of Research (FOR) Classification* codes are relevant to your proposed research topic. A list of codes is available at:

www.uws.edu.au/research/ors/research_development_redevelopment/research_codes

FOR code	FOR code description	% of project in this category

6 - ACADEMIC QUALIFICATIONS

Give details of all degrees completed, attempted but not completed, or for which you are currently enrolled. You must attach a **CERTIFIED** copy of your academic records. Evidence provided must indicate the current status of the degree: in progress, completed, awarded and your results for each subject/unit

Applicants whose courses were all completed overseas must attach evidence that the language of instruction was English, or attach an English Language Test result (IELTS or TOEFL) completed 2007 onwards.

Undergraduate (include present enrolment if undergraduate)

Course title	Course type	Institution	Years of study	Part time or Full time	Completed
					Y/N
					Y/N
					Y/N
					Y/N

It is important to indicate at 'Course Type' whether you conducted independent research projects during your postgraduate studies, and what proportion (%) of the whole degree the projects represented.

Postgraduate (include present enrolment if postgraduate)

Course title	Course type	Institution	Years of study	Part time or Full time	Completed
					Y/N
					Y/N
					Y/N
					Y/N

Were any of these courses attempted or completed outside Australia?

No Yes ▶ Course Language of instruction

Did any of these courses contain a research component?

No Yes ▶ Course Word length

Title of Thesis or Report

If any of the courses listed above (undergraduate or postgraduate) were not completed, please list your reasons for not completing. If you wish to transfer from another institution to UWS, please list your reasons for wishing to transfer.

Course title	Reasons for not completing/wishing to transfer

7 - REFEREES

You should choose referees who are familiar with your recent academic work or research.

You must complete the appropriate section/s on the Academic Referee's Reports at Appendix 1 and send them to the people nominated in this section of the application form to be completed. The University reserves the right to approach the referees personally if required.

Give details of two (2) academic referees who are familiar with your recent academic work.

Referee's details	Referee 1	Referee 2
Name		
Position held		
Postal address		
Telephone	()	()
Email		

8 - NATIONAL PRIORITIES

Universities are asked to report to the Australian government on national research priorities.

Please indicate which, if any, of the priorities you believe your thesis will address with an "X".

This question is for data collection only and will not affect the outcome of your application.

Additional information about national research priorities can be found at:

www.dest.gov.au/sectors/research_sector/policies_issues_reviews/key_issues/national_research_priorities/default.htm

Four national research priorities and their associated priority goals:

AN ENVIRONMENTALLY SUSTAINABLE AUSTRALIA

- | | |
|---------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Water: a critical resource | <input checked="" type="checkbox"/> Sustainable use of Australia's biodiversity |
| <input checked="" type="checkbox"/> Transforming existing industries | <input checked="" type="checkbox"/> Developing deep earth resources |
| <input checked="" type="checkbox"/> Overcoming soil loss, salinity and acidity | <input checked="" type="checkbox"/> Responding to climate change and variability |
| <input checked="" type="checkbox"/> Reducing and capturing emissions in transport and energy generation | |

PROMOTING AND MAINTAINING GOOD HEALTH

- | | |
|----------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> A healthy start to life | <input checked="" type="checkbox"/> Preventative healthcare |
| <input checked="" type="checkbox"/> Ageing well, ageing productively | <input checked="" type="checkbox"/> Strengthening Australia's social and economic fabric |

FRONTIER TECHNOLOGIES FOR BUILDING AND TRANSFORMING AUSTRALIAN INDUSTRIES

- | | |
|-----------------------------------------------------------|---------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Breakthrough science | <input checked="" type="checkbox"/> Smart information use |
| <input checked="" type="checkbox"/> Frontier technologies | <input checked="" type="checkbox"/> Promoting an innovation culture and economy |

SAFEGUARDING AUSTRALIA

- | | |
|----------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Critical infrastructure | <input checked="" type="checkbox"/> Protecting Australia from invasive disease and pests |
| <input checked="" type="checkbox"/> Understanding our region and the world | |

9 - STUDENT DECLARATION AND SIGNATURE

I declare that I have read the instructions at the beginning of this form as well as the appendices, and declare that all the information submitted is true and complete.

I authorise the University to obtain available official records from any educational institution attended by me.

I understand that the University is not responsible if any institution does not provide these records.

I authorise the University to verify any information provided by me, including academic records and employment details.

I understand that the University may reject my application or revoke any offer of admission if it finds any information provided in relation to my application to be incomplete, inaccurate or misleading.

In providing my personal information to the University, I understand that, other than as authorised by law, the University will only use this information for the purposes for which it is being collected in accordance with the University's functions and activities associated with my enrolment. In some instances, the University may need to disclose information to any Government department which administers or has authority regarding education or immigration policy and law and any other Government agencies (State, Territory or Federal), an affiliated entity of the University, or to third parties for the purposes of recovering unpaid University fees or other debts owed to the University, and I consent to such disclosure. I also understand that all information will be collected, stored, accessed and disseminated or destroyed in accordance with privacy, records management and other relevant laws, and the University's policies.

I agree to abide by the University of Western Sydney Act, the University of Western Sydney By-Law and the Rules and Policies of the University, as amended from time to time. I also agree that it is my responsibility to ensure that I review the By-Law, Rules and Policies of the University during my period of study as the most current rules are applied and may differ from the time of my initial enrolment. I understand I have access to these documents through the University website.

Applicant's name *(please print)*

Applicant's signature

Date

Student Administration - Operations
Research Admission Application 2009
Appendix 1 - Referee's Report

Postgraduate Research
Locked Bag 1797, Penrith South DC NSW 1797



Please complete this form in **BLACK INK** using **CAPITAL LETTERS**.
This report is confidential and must not be returned to the applicant.

1 - APPLICANT'S DETAILS

UWS Student ID number

Daytime contact phone number

+

Title

Family name

Given name(s)

Postal address

Unit no.	<input type="text"/>	Street no.	<input type="text"/>	Street name	<input type="text"/>
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Suburb	<input type="text"/>	State	<input type="text"/>	Postcode	<input type="text"/>
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Country	<input type="text"/>
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Home phone number

Work phone number

Mobile phone number

+

Email address

Degree applied for

Thesis title

2 - REFEREE'S DETAILS (to be completed by the Referee)

Title

Family name

Given name(s)

Position

Postal address

Unit no.	<input type="text"/>	Street no.	<input type="text"/>	Street name	<input type="text"/>
----------	----------------------	------------	----------------------	-------------	----------------------

Suburb	<input type="text"/>	State	<input type="text"/>	Postcode	<input type="text"/>
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Country	<input type="text"/>
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Home phone number

Email address

Please state briefly how you know the applicant

Student Administration - Operations
Research Admission Application 2009
Appendix 1 - Referee's Report

Postgraduate Research
Locked Bag 1797, Penrith South DC NSW 1797



Please complete this form in **BLACK INK** using **CAPITAL LETTERS**.
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1 - APPLICANT'S DETAILS

UWS Student ID number

Daytime contact phone number

+

Title

Family name

Given name(s)

Postal address

Unit no.	<input type="text"/>	Street no.	<input type="text"/>	Street name	<input type="text"/>
----------	----------------------	------------	----------------------	-------------	----------------------

Suburb	<input type="text"/>	State	<input type="text"/>	Postcode	<input type="text"/>
--------	----------------------	-------	----------------------	----------	----------------------

Country	<input type="text"/>
---------	----------------------

Home phone number

Work phone number

Mobile phone number

+

Email address

Degree applied for

Thesis title

2 - REFEREE'S DETAILS (to be completed by the Referee)

Title

Family name

Given name(s)

Position

Postal address

Unit no.	<input type="text"/>	Street no.	<input type="text"/>	Street name	<input type="text"/>
----------	----------------------	------------	----------------------	-------------	----------------------

Suburb	<input type="text"/>	State	<input type="text"/>	Postcode	<input type="text"/>
--------	----------------------	-------	----------------------	----------	----------------------

Country	<input type="text"/>
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Home phone number

Email address

Please state briefly how you know the applicant

3 - REFEREE'S REPORT (To be completed by the Referee)

If appropriate, please indicate the predicted Honours or other result

Please indicate your assessment of the candidate's capacities in these areas by placing an "X" in the appropriate boxes

	Not observed	Below Average	Average	Very Good	Excellent
Ability to express ideas	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Command of spoken and written English	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Critical ability	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Initiative and motivation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Perseverance in pursuing aim	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ability to plan/complete work within a strict timeframe	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Command of techniques required for the proposed research	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

To assist in assessing the application, please indicate why you believe that this applicant would be suitable for a place in the proposed research degree. If applicable, please indicate your level of support for receipt of a scholarship.

Referee's signature

X
SIGN HERE

Date / /

4 - RETURNING THIS FORM

Thank you for completing this form. Please return this form directly to:

Student Administration Operations Postgraduate Research Unit
 Building K, Room 1.35, Penrith Campus
 University of Western Sydney
 Locked Bag 1797
 PENRITH SOUTH DC NSW 1797

You may also fax the form to +61 2 4736 0013.

In providing my personal information to the University, I understand that, other than as authorised by law, the University will only use this information for the purposes for which it is being collected in accordance with the University's functions and activities associated with my enrolment. In some instances, the University may need to disclose information to any Government department which administers or has authority regarding education or immigration policy and law and any other Government agencies (State, Territory or Federal), an affiliated entity of the University, or to third parties for the purposes of recovering unpaid University fees or other debts owed to the University, and I consent to such disclosure. I also understand that all information will be collected, stored, accessed and disseminated or destroyed in accordance with privacy, records management and other relevant laws, and the University's policies.

Student Administration - Operations
Research Admission Application 2009
Appendix 2 – Presenting Documentation for Admission

Postgraduate Research
Locked Bag 1797, Penrith South DC NSW 1797



Please see Section A page ii for a definition of 'certified'. Incorrectly certified documentation will be disregarded.

Studies below Honours Level

Certified copy of a full academic transcript indicating the current status of the degree (i.e. in progress, completed or awarded).

Honours/Postgraduate Study

Certified copy of a full academic transcript indicating the current status of the degree (i.e. in progress, completed or awarded).

Research Output

Research Book/Monograph

A copy of the introduction and frontispiece, photocopies of contents, preface, introduction and pages showing all bibliographic information: ISBN or ISSN, author(s), publisher, all dates referring to copyright, publication, printing and distribution.

Exhibitions

Copy of catalogue contents, preface, introduction, ISBN (if applicable), name of exhibitor and curator, date and location of exhibition, total number of works in exhibition and total number of works by claiming artist.

Copy of advertising, including the name of publication and date advertised.

Evidence that the gallery/museum is an independent public or commercial organisation (e.g., evidence of a governing board, is a financial concern, annual report extract, employs staff, is autonomous ie. independent of the University.)

Recorded Creative Performance Work

(Including live music, theatre or dance performances, films, multimedia productions or sound production)

Evidence to support commercial distribution (e.g. cover/notes), evidence of running time, evidence of the role(s) of the claimant (e.g., writer, illustrator, producer, director, performer).

Written Creative Work

(Including published novels, poetry, plays, filmscripts, music scores)

All bibliographic information: ISBN or ISSN, author(s), publisher, all dates referring to copyright, publication, printing and distribution.

Refereed Papers

A copy of the refereed paper and photocopies of contents, preface, introduction and pages showing all bibliographical information (ISBN or ISSN, author(s), publisher, all dates referring to copyright, publication, printing and distribution). Evidence that the paper was refereed.

Refereed Conference Proceedings

Photocopies of front page of proceedings, contents, preface and bibliographical information (ISBN or ISSN, author(s), publisher, all dates referring to copyright, publication, printing and distribution). Evidence of refereeing (e.g. statement in preface, details of refereeing procedures and/or panel). Details of conference: conference title, date, venue, supporting/ sponsoring information.

Commercial Patent

Evidence should include certified copies of a document which includes the patent number; name in which the patent is held and a brief description of the patent.

Employment Relating Directly to Research Training

You should present any documentation which supports your claim that you have employment skills and knowledge that directly relates to your proposed study. These could include a letter from your employer; employment contract; duty statement; published commercial reports including bibliographic information and authorship details or any commercial documentation supporting professional experience. Please note that a CV is not sufficient evidence.

GPA Equivalence for Overseas Qualifications

Please present certified copies of full academic transcripts, indicating the current status of the degree (i.e. in progress, completed or awarded).

Student Administration - Operations
Research Admission Application 2009
Appendix 3 – Application Checklist

Postgraduate Research
Locked Bag 1797, Penrith South DC NSW 1797



Receipt of your application will be acknowledged via email.

Please use the checklist to ensure that your application is complete and that you have attached the following documents where relevant. Please ensure that any copies are certified in accordance with the requirements in Section A page ii. Please return the completed checklist as part of your documentation to assist us in processing your application.

1 - COMPULSORY FOR ALL APPLICANTS

Certified copies of all tertiary graduation certificates.

Certified copies of all academic transcripts.
Qualifications will not be considered if evidence of completion is not provided.

Certified proof of residency status, e.g., certified copy of a visa or passport or birth certificate or citizenship papers.

A brief research proposal.
A research progress report if you are a current candidate applying for a scholarship.

2 - SPECIFIC ATTACHMENTS RELATING TO INDIVIDUALS

Certified copy of English language eligibility for applicants whose courses were all completed overseas.
Applicants must attach evidence that the language of instruction was English or attach an English language test result (IELTS or TOEFL) (completed 2007 onwards).

Evidence of research output/publications.
Refer to Appendix 2 for information about the presentation of this evidence.

Documentation supporting a claim for Academic Equivalence

Academic Referee's Reports
Applicant sections completed by the applicant.
Referee's Reports forwarded to referees.