SECTION A – GENERAL INFORMATION

Important Information
Please read these notes and instructions carefully before completing the Application Form.
Applications Close 30 October 2009

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 and how to lodge your application
Section B   Instructions for completing the Application Form
Section C   Scholarship Application Form
Appendix 1     Two Referee Reports for you to forward to academic referees of your choice.
Appendix 2   International Student Postgraduate Application Form

CLOSING DATE AND 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.

All documentation must be received by 5pm Friday, 30 October 2009 at one of these addresses:

Postal:                Street:
University of Western Sydney          University of Western Sydney
Research Scholarships Development Officer Research Scholarships Development Officer
Penrith Campus, Building K.1.37 Penrith Campus, Building K.1.37
Locked Bag 1797 Second Avenue
PENRITH SOUTH DC 1797 KINGSWOOD NSW 2747

Evidence of postage is not sufficient. Evidence of delivery to another address within the University is also not acceptable. 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). Additional or supporting documentation will not be accepted after the closing date, except if the document relates to an outstanding result for a qualification listed in the application.

Where applicants cannot verify a claim in the requested format, it will not be considered.

ELIGIBILITY AND ADMISSION

Domestic applicants (Australian citizens, Australian Permanent Residents, New Zealand citizens)
This application (Section C) constitutes your application for both admission to the course and a scholarship.

International applicants (citizens of any country other than Australia or New Zealand)
This application (Section C) constitutes your application for a scholarship only. International applicants must also complete the UWS International Student Postgraduate Application Form attached at the end of this document (Appendix 2).

All applicants
Applicants are ineligible for scholarships if they already hold a degree at the same level as the one for which they are applying.
Applicants should hold at least the equivalent of an Australian First Class Honours degree. 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.

Any applicants who are hoping to transfer from another university (with or without scholarship) should be aware that they may not be able to 'restart' their maximum time period at UWS. If you are in this category you should confirm how much time you will be allocated at UWS. New candidates will be allocated a maximum of four years for doctorates and two years for Masters (full time) in which to complete the degree.

Please refer to the web for full details of the UWS Admission Criteria: http://www.uws.edu.au/research/prospective_candidates/apply

**CERTIFICATION OF DOCUMENTATION**

The person who certifies your document/s must be contactable by telephone during normal working hours. This person may be:

- An authorised officer at
  - Any Student Centre of the University of Western Sydney
  - Any other university or TAFE college
  - The official records department of the institution that originally issued the document/s
  - An Australian overseas diplomatic mission and Australian Educational Centres
  - The Universities Admission Centre
- A Justice of the Peace with a registration number
- An accountant – must be a member of the Institute of Chartered Accountants in Australia, or the Australian Association of Taxation and Management Accountants or be a Registered Tax Agent
- A Bank Manager, but not a manager of a bank travel centre
- A credit union branch manager
- A commissioner for declarations
- A barrister, solicitor or patent attorney
- A police officer in charge of a police station, or of the rank of sergeant and above
- A postal manager
- A Principal of an Australian secondary college, high school or primary school

You cannot certify your own documents, even if you belong to one of the categories listed above.

The Certifying Officer must print “I certify this to be a true copy of the document shown and reported to me as the original” on the document, as well as their name, address, contact telephone number, profession or occupation or organisation, the date and then sign the document.

The Certifying Officer should also include the official stamp or seal of the certifier's organisation on the copy, if the organisation has such a stamp.

In addition to the above, a Justice of the Peace must also print their registration number and provide details of the state in which they are registered.

Copies certified by a Justice of the Peace without a registration number will NOT be accepted. To find a Justice of the Peace in your area, check the public register of JPs available online from the NSW Attorney-General’s Department at www.lawlink.nsw.gov.au

**COMMENCEMENT**

The successful candidate will negotiate the commencement date with their Principal Supervisor.

**CRITERIA FOR SELECTION**

The criteria for allocation of awards are primarily based on academic merit. Academic merit includes undergraduate performance, bachelor Honours awards, other postgraduate degrees, publications in refereed journals, and the presentation of conference papers. When assessing applicants, the selection panel may take into consideration other relevant experience. Please provide full bibliographic details of publications.

**PROVISIONS AND CONDITIONS OF THE AWARD**

The tenure for doctorates is usually three years, and for research masters two years. The tenure of the award will be reduced by any previous study undertaken toward the degree at any Institution.

Scholarship recipients are restricted in the amount of paid work they may undertake while receiving the award and may not receive another, similar salary or scholarship to undertake their particular research project. Minor top-up allowances are allowed.

**Part-time awards:**

Part-time awards are not exempt from income tax and the paid work limits are the same for part-time and full-time candidates. Applicants may apply for a part-time award on the grounds that they are prevented from studying full-time due to illness, disability, heavy care commitments of either young children or elderly/sick relatives. Applicants for part-time awards must include a statement outlining their eligibility and include appropriate documentation (eg. medical certificates).

**Stipend:**

Please refer to the project information flyer for information about the stipend rate. Successful applicants will not be charged tuition fees to undertake the course.
**SECTION B – INSTRUCTIONS**

### INSTRUCTIONS – COMPLETING THE FORM

<table>
<thead>
<tr>
<th>Personal Details</th>
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<tbody>
<tr>
<td>Past and present UWS candidates should indicate their student ID number. Please remember to inform the University if your contact details change.</td>
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</table>

<table>
<thead>
<tr>
<th>Course selection</th>
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<tbody>
<tr>
<td>Please indicate your choice by placing a tick in the relevant box. Candidates currently enrolled at UWS should tick “Scholarship only”.</td>
</tr>
<tr>
<td>If you are an international student (i.e. you are not an Australian Citizen, New Zealand Citizen or Australian Permanent Resident) you must also submit the UWS International Student Postgraduate Application Form.</td>
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</table>

<table>
<thead>
<tr>
<th>Scholarship selection</th>
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<tbody>
<tr>
<td>Please select the scholarship/s you wish to apply for. You may apply for more than one award.</td>
</tr>
</tbody>
</table>

**Question 4**

- Required Attachment: All applicants must attach certified (see Section A) proof of their residency status – certified copy of visa, passport, birth certificate or citizenship papers etc.

**Question 5**

- Specified Attachment: Students whose courses were all completed overseas must attach evidence that the language of instruction was English, or attach an English Language Test Result.
- Required Attachment: All applicants must attach certified copies (see Section A) of Testamurs (certificates of graduation) AND academic transcripts for all courses showing subjects undertaken and marks obtained. Transcripts must be submitted for all attempted courses, regardless of whether course was completed.

**Question 6**

Prior to submitting your application you are advised to contact the nominated academic to discuss the project and receive advice about a research proposal. Some projects require submission of a proposal.

**Question 7**

- Specified Attachment: You may include a résumé or attach extra sheets as necessary. List publications in full, including bibliographic details - clearly show where and when published (including page numbers), authors, ISSN/ISBN numbers. Any conference presentations listed should include details of the name and location/date of the conference and if the paper was published in proceedings. You may be asked to forward full copies of publications later, but should not include them with your application.

**Question 8**

Australian Government awards also include Australian Postgraduate Awards, Australian Postgraduate Awards (Industry) and International Postgraduate Research Scholarships.

**Question 9**

You should choose referees who are familiar with your recent academic work or research. You must complete the appropriate section on the attached referee reports and send them to the people nominated here, but should note that UWS also reserves the right to approach the referees personally if required.

**Submitting the Application**

Refer to Section A for information about the address for lodgement and certification of documents.
SECTION C – APPLICATION FORM

APPLICATIONS CLOSE 30 October 2009

TYPE OR PRINT ALL ANSWERS CLEARLY

1. Personal Details

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<th>Title</th>
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<th>Preferred Name</th>
<th>Gender</th>
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<tr>
<td></td>
<td>Male</td>
<td>DD / MM / YYYY</td>
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<th>Street no.</th>
<th>Street name</th>
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<th>Work phone number</th>
<th>Mobile phone number</th>
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<th>Email address</th>
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</table>

2. Course and Enrolment Selection Details

☐ I am a **domestic applicant** and I wish to apply for:

☐ Admission to the PhD program and a scholarship

☐ I am currently enrolled in the doctoral program at UWS and wish to apply for a scholarship only

☐ I am an **international applicant** and I wish to apply for:

☐ A scholarship

☐ I have also completed and submitted the **UWS International Student Postgraduate Application Form** (Appendix 2)

☐ I am already enrolled in the doctoral program at UWS

3. Scholarship Selection Details

<table>
<thead>
<tr>
<th>Scholarship Applied For:</th>
<th>Project Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thinking Head Postgraduate Research Award</td>
<td>Thinking Head and Head-User Evaluation (open to domestic &amp; international applicants)</td>
</tr>
<tr>
<td>Thinking Head Postgraduate Research Award</td>
<td>Performance Scholarship (open to domestic &amp; international applicants)</td>
</tr>
</tbody>
</table>
4. Citizenship and Australian Residency Status

- ☐ I am an international student  
  *If yes, you must attach a certified copy of your Passport*

- ☐ I am of Aboriginal or Torres Strait Islander Descent

- ☐ I am an Australian or New Zealand Citizen  
  *If yes, you must attach a certified copy of your Birth/Citizenship Certificate or Passport*

- ☐ I am an Australian Permanent Resident  
  *If yes, you must attach a certified copy of your Permanent Residency Visa*

Date you arrived in Australia: / /  
Date Permanent Resident status granted: / /  
Type of Visa: 

5. 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 is English, or attach an English Language Test Result (IELTS or TOEFL).

### UNDERGRADUATE – include present enrolment

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Institution</th>
<th>Years of study</th>
<th>Part-time or full-time</th>
<th>Completed</th>
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<tbody>
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<td>Y / N</td>
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*It is important to indicate at course type below whether you conducted independent research projects during your postgraduate studies, and what proportion (%) of the whole degree the projects represented.*

### POSTGRADUATE – include present enrolment

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Course Type (eg research, coursework)</th>
<th>Institution</th>
<th>Years of study</th>
<th>Part-time or full-time</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
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<td>Y / N</td>
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</tbody>
</table>

Were any of these courses completed or attempted outside of Australia? ☐ Yes  ☐ No

Course:  
Language of Instruction:  

Did any of the courses listed above contain a research component? ☐ Yes  ☐ No

Course:  
Word length:  
Title:  

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.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Reasons for not completing/wishing to transfer</th>
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</tbody>
</table>
6. Proposed Research

Currently enrolled candidates:

Supervisor Name: __________________________ Project Title: __________________________

* Please attach a timeline for completion and details of your progress

Prospective candidates: You are strongly advised to contact the nominated academic to discuss the project before applying.

Who have you contacted to discuss the project?
1. __________________________________________
2. __________________________________________
3. __________________________________________

7. Additional Supporting Information

Are you able to provide additional information to support your application?

Have you attached details of research experience additional to courses at Question 5?  ☐ Yes ☐ No

Have you attached details of publications and/or other research output?  ☐ Yes ☐ No

Have you attached other supporting documentation? Eg CV or resume  ☐ Yes ☐ No

8. Previous Scholarship Support

Have you previously received an Australian Government award?  ☐ Yes ☐ No

Name of Award: __________________________

Year Awarded: ___________ Tenure of Award: ___________ Years ___________ Months

Awarded by which institution? __________________________

9. Academic Referees

Please provide the contact details of two academic referees who are familiar with your recent academic work.

REFEREE 1

Position Held: __________________________

Name: __________________________

Postal Address: __________________________

Daytime Telephone: __________________________

Email: __________________________

REFEREE 2

Position Held: __________________________

Name: __________________________

Postal Address: __________________________

Daytime Telephone: __________________________

Email: __________________________

Is your application complete?

We cannot always undertake to inform you of missing or incorrect documentation. Please use the checklist over the page to ensure that your application is complete.

If you require confirmation of receipt of this application please enclose a STAMPED, SELF ADDRESSED ENVELOPE. A date-stamped photocopy of the front page will be returned to you.
CHECKLIST

Have you completed all relevant sections of the form? □ Yes □ No

REQUIRED ATTACHMENTS:

Certified copy of residency/citizenship status (Q4) □ Yes □ No
Certified copy of ALL tertiary graduation certificates (Q5) □ Yes □ No
Certified copy of ALL academic transcripts (Q5) □ Yes □ No

OTHER ATTACHMENTS:

Certified proof of English language eligibility (Q5) □ Yes □ No
Extra supporting information re experience and publications etc (Q7) □ Yes □ No

ACADEMIC REFEREE REPORTS:

Applicant sections completed □ Yes □ No
Referee Reports forwarded to referees □ Yes □ No

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 external agencies such as UAC, DEST, DIAC, Centrelink, other Government agencies, 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.

I agree to abide by the Institution's Conditions of Award as amended from time to time.

Signature of Applicant

Name of Applicant

Date
**Important Information**

Please complete the appropriate sections of this application in **BLACK INK using CAPITAL LETTERS**. This Report is confidential and must not be returned to the applicants. **This Report must be submitted before the closing date 30 October 2009**

The applicant must submit one copy of this form to each of the referees nominated on the Application Form. These referees should be closely connected with the applicant’s most recent academic work.

The **applicant** should complete Section 1 and the **referee** should complete Section 2 before returning the report to the address below.

## Section 1 APPLICANT DETAILS (to be completed by the Applicant)

<table>
<thead>
<tr>
<th>Title</th>
<th>Family Name</th>
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<tbody>
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<td></td>
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<tr>
<td>Given Names</td>
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<tr>
<td>Postal Address</td>
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<td>Home Telephone Number</td>
<td>Work Telephone Number</td>
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<td>Email address</td>
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<td>Degree sought</td>
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<tr>
<td>Project Title</td>
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## Section 2 REFEREE’S DETAILS (to be completed by the Referee)

<table>
<thead>
<tr>
<th>Title</th>
<th>Family Name</th>
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<td>Given Names</td>
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<td>Position held</td>
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<td>Postal Address</td>
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<tr>
<td>Work Telephone Number</td>
<td>Email address</td>
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<tr>
<td>State briefly how you know the applicant</td>
<td></td>
</tr>
<tr>
<td>If appropriate please indicate the predicted Honours or other result:</td>
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<tr>
<td>Please cross appropriate boxes</td>
<td>Not observed</td>
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<td>--------------------------------</td>
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<tr>
<td>Ability to express ideas</td>
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<tr>
<td>Command of spoken and written English</td>
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<tr>
<td>Critical ability</td>
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<td>Initiative and motivation</td>
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<tr>
<td>Perseverance in pursuing aim</td>
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<tr>
<td>Ability to plan/complete work within a strict timeframe</td>
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<tr>
<td>Command of techniques required for proposed research</td>
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</table>

To assist in assessing the application, please indicate why you believe this applicant would be a suitable candidate for a higher degree research. Please indicate your level of support for receipt of a scholarship.

Referee’s Signature:  
Date:  

RETURNING THIS FORM

Thank you for completing this form. Please return this form before 30 October 2009 to:

Research Scholarships Development Officer  
Office of Research Services  
Penrith Campus, Building K.1.37  
University of Western Sydney  
Locked Bag 1797  
Penrith South DC NSW 1797  
AUSTRALIA

Information collected via this form will only be used by the University for the purposes for which it is being collected in accordance with the University’s functions and activities. In some instances, information may need to be provided to external bodies such as UAC, DEST, other government agencies and the student associations. All information will be collected, stored, accessed, disseminated and destroyed in accordance with relevant privacy and records management laws and the University’s policies and practices.

CRICOS Provider No: 00917k
**APPENDIX 1**

**Academic Referee's Report**

---

**Important Information**

Please complete the appropriate sections of this application in **BLACK INK** using **CAPITAL LETTERS**.

This Report is confidential and must not be returned to the applicants.

This Report must be submitted before the closing date 30 October 2009

---

The applicant must submit one copy of this form to each of the referees nominated on the Application Form. These referees should be closely connected with the applicant’s most recent academic work.

The **applicant** should complete Section 1 and the **referee** should complete Section 2 before returning the report to the address below.

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**Section 1 APPLICANT DETAILS (to be completed by the Applicant)**

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

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<tr>
<th>Position held</th>
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<thead>
<tr>
<th>Postal Address</th>
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<table>
<thead>
<tr>
<th>Work Telephone Number</th>
<th>Email address</th>
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</table>

State briefly how you know the applicant

If appropriate please indicate the predicted Honours or other result:
Please cross appropriate boxes

<table>
<thead>
<tr>
<th>Not observed</th>
<th>Below Average</th>
<th>Average</th>
<th>Very Good</th>
<th>Excellent</th>
</tr>
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<tbody>
<tr>
<td>Ability to express ideas</td>
<td></td>
<td></td>
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<tr>
<td>Command of spoken and written English</td>
<td></td>
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<tr>
<td>Critical ability</td>
<td></td>
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<tr>
<td>Initiative and motivation</td>
<td></td>
<td></td>
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<tr>
<td>Perseverance in pursuing aim</td>
<td></td>
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<tr>
<td>Ability to plan/complete work within a strict timeframe</td>
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<tr>
<td>Command of techniques required for proposed research</td>
<td></td>
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</tbody>
</table>

To assist in assessing the application, please indicate why you believe this applicant would be a suitable candidate for a higher degree research. Please indicate your level of support for receipt of a scholarship.

Referee’s Signature

Date

RETURNING THIS FORM

Thank you for completing this form. Please return this form before 30 October 2009 to:

Research Scholarships Development Officer
Office of Research Services
Penrith Campus, Building K.1.37
University of Western Sydney
Locked Bag 1797
Penrith South DC NSW 1797
AUSTRALIA

Or Fax: +61 2 4736 0013

Information collected via this form will only be used by the University for the purposes for which it is being collected in accordance with the University's functions and activities. In some instances, information may need to be provided to external bodies such as UAC, DEST, other government agencies and the student associations. All information will be collected, stored, accessed, disseminated and destroyed in accordance with relevant privacy and records management laws and the University’s policies and practices.

CRICOS Provider No: 00917k
Section A: Your application

Country of Citizenship (as stated on your passport)

Country of Birth

Country of Permanent Residence

Passport Number

Are you currently studying in Australia? No ☐ Yes ☐

If YES, please state your visa type

Expiry date

Have you previously applied to UWS? No ☐ Yes ☐

Student Number

Name of Course

Year

Section B: Personal details

Print your details as they appear in your passport

Title Dr ☐ Mr ☐ Mrs ☐ Ms ☐ Miss ☐

Gender Male ☐ Female ☐

Family Name

Given Names

Preferred Name

Date of Birth

Student address details in home country (essential)

This is your permanent address in your home country

Street address

City

Country

Telephone

Mobile

Fax

Student address details in Australia

To be supplied if you are currently living in Australia

Street address

City

State

Postcode

Telephone

Mobile

Representative contact details (if applicable)

Representative name

Country

Email

Representative stamp

If you apply through a representative, you should ensure that your representative is registered with UWS to avoid delays in your application. For details of representatives in your country go to www.uws.edu.au/international/int_reps.html

UWS staff use only

Indicate at which event this application was collected:

Application fee waiver granted by:

A non-refundable application fee of AUD $100 must be submitted with this form.

All fields must be completed in order for this application to proceed for assessment.

Please print clearly in BLOCK LETTERS.
Section C: Course preferences
You may list two courses in order of preference for assessment by UWS International Admissions. If you do not meet the requirements for the course of your first choice, your second preference will then be assessed. Before completing this section please refer to the International Postgraduate Prospectus, Fee Schedule or www.uws.edu.au/international/coursefees.html for the details requested below.

Preference ONE
Course Name

<table>
<thead>
<tr>
<th>Code</th>
<th>Intake</th>
<th>Year</th>
</tr>
</thead>
</table>

Campus*

Preference TWO
Course Name

<table>
<thead>
<tr>
<th>Code</th>
<th>Intake</th>
<th>Year</th>
</tr>
</thead>
</table>

Campus*

*Campus codes: BA Bankstown; BL Blacktown; CA Campbelltown; HA Hawkesbury; PA Parramatta; PE Penrith

Intake codes: FEB Autumn session (February); JUL Summer session (July); MAR Spring session (March); JUN June intake; SEP September intake

Section D: Interpreting and Translation applicants only
Interpreting and translation applicants must demonstrate advanced proficiency in English AND one of Arabic, Mandarin, Japanese or Spanish.
Please indicate the language you wish to study

If the language you wish to study is NOT your native language you MUST attach evidence of advanced proficiency in that language.

Section E: Research degree applicants only
You must contact one or more academics to discuss the possibility of supervision before you submit your application. You may be allocated another academic supervisor in your field, depending on the workload of your nominated supervisor(s). A list of research supervisors is on the web at www.uws.edu.au/research/prospective_candidates

Who have you contacted to discuss your proposed research?

If YES, please provide full details.

Have they informally agreed to supervise you?

Yes ☐ No ☐ Unknown ☐

Proposed thesis title

PhD ☐ DBA ☐ M(Honors) ☐ Other ☐

Evidence of research experience

Briefly describe your relevant research experience.

Research output

Has your research been published?

Yes ☐ No ☐

If YES, provide evidence of your research output.

Proposed research

Attach a brief research proposal (approx two A4 pages) outlining the research you propose to undertake, noting the research question(s), the importance of this research and the proposed methodology.

Referees

Provide contact details of two academic referees who are familiar with your recent work. The University reserves the right to approach the referees personally if required.

Work experience and professional affiliations

Provide a copy of your CV explaining all your experience and how it relates to the proposed project.

Section F: Scholarships
Have you been granted a scholarship to undertake your proposed studies?

Yes ☐ No ☐

If YES, please provide full details.

Name of award

Duration

Granting institution/funding body

Section G: Academic qualifications
Certified copies of academic qualifications indicating grades and awards received MUST be submitted with this application. If qualifications are in a language other than English, please also supply certified translated copies – see back of application form for details. Your application cannot proceed for assessment without these documents. Please note, a collection of result slips and/or downloadable web transcripts will not be accepted.

Current academic study (course yet to complete)
Are you currently enrolled in/studying a post-secondary (tertiary studies) academic qualification?

Yes ☐ No ☐

If YES, please complete the details below

Date commenced

Name of qualification/award (eg. Bachelor of Business)

Duration

School/institution

Country/state

Expected date of completion

Please submit your academic transcripts for every session and year you have studied in the course above with this application. Once you have completed the course, you will need to submit your final completion certificate or graduation award to UWS International Admissions.

Previous academic studies
Include details of all your previous academic qualifications.
Please list your most recent qualifications first.

1. Date commenced

Name of qualification/award

Duration

School/institution

Country/state

Date of completion

Secondary (high school) or Post-secondary (tertiary studies)

2. Date commenced

Name of qualification/award

Duration

School/institution

Country/state

Date of completion

Secondary (high school) or Post-secondary (tertiary studies)
Section H: English Language Proficiency

You must submit proof of your English language proficiency with this application.

Is English your first language?

[ ] Yes
[ ] No, my first language is ____________________________

Please indicate which of the following applies to you:

[ ] I have completed/I intend to sit an English language proficiency test (IELTS/TOEFL). You must submit a certified copy of your IELTS or TOEFL results. Results will only be considered if they have been taken within two years from the time you commence study at UWS.

Please specify:

[ ] IELTS
[ ] Overall Score __________
[ ] Reading __________
[ ] Listening __________
[ ] Writing __________
[ ] Speaking __________

[ ] TOEFL score ___ + TWE (Test of Written English) score ___

Date of IELTS/TOEFL test

D __/ M __/ Y ______

I intend to study an English language pathway program at UWSCollege. Please complete Section I below.

Section I: Application for English language pathway programs at UWSCollege

Complete this section if you are also applying to study an English Language pathway program at UWSCollege before your study at UWS.

For details of fees, courses and start dates please refer to www.uwscollege.edu.au

The duration of your English course depends on your English level. All students without an official English test result (eg. IELTS) are tested on arrival at the College.

Academic English for Tertiary Studies

[ ] EAP

How many weeks?

Advanced Academic English Skills

[ ] Module A: Reading and Writing (6 weeks)
[ ] Module B: Listening and Speaking (4 weeks)
[ ] Module A and B (10 weeks)
[ ] Other (please specify) ____________________________

When do you want to start your English course?

D __/ M __/ Y ______

If you do not meet UWS English language requirements, you may automatically be considered for an English language pathway program at UWSCollege. If this is the case, you will be given a package offer from UWS and UWSCollege.

Please note, for visa application purposes, the Australian Government may require proof of English proficiency and may only accept IELTS. For more information please refer www.immi.gov.au/students/index.htm

Section J: Application fee payment

The application fee of AUD$100 has been paid by (please tick one):

[ ] Internet payment

Internet payment can be made at: http://ipay.uws.edu.au/intro.asp

Receipt no: _______________________

[ ] Telegraphic transfer

from an overseas account or bank transfer in Australia. A copy of the transfer must be attached to this application form.

[ ] Bankdraft/money order

Account name: University of Western Sydney

BSB number: 062000

Account number: 13434939

Bank details: Commonwealth Bank

48 Martin Place

Sydney NSW 2000

Swift code: CTBAU2SU

[ ] Credit card

I authorise the deduction of AUD$100 application fee from the following credit card account (please tick):

[ ] Visa

[ ] Mastercard (or Eurocard)

Credit card number

__________ ________________ ________________ ________________ ________________

Expiry Date: M __/ Y ______

Cardholder’s name ____________________________

Cardholder’s signature ____________________________

Date: D __/ M __/ Y ______

Email

Student’s Name ____________________________

SID: (office use only) ____________________________

APPLICATION FEE WAIVED FOR 2009
Section K: Work experience/employment history and professional associations

Some courses require details of your relevant employment history to support your application. If this information is required, please ensure you provide a letter from your previous employer on original company letterhead stating: your job title, basis of employment, description of duties performed, duration of your employment, the full name, title and signature of the author of the letter.

Employer

Position

From [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] To [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

List any membership of Professional Associations

Section L: Have you ...

- provided your email address and phone number on the front of this application
- attached certified copies of ALL required documentation
- attached English translations of ALL required documentation
- signed the declaration
- submitted payment of the non-refundable AUD$100 application fee?

Section M: How did you hear about UWS?

- Agent
- Education institution
- Education exhibition/interview program
- Family/Friend
- Australian Embassy/High Commission
- Advertisement
- Other, please specify _______________________

Section N: Declaration and signature

1. I wish to be considered for entry to the course listed above, and declare that all the information submitted on this application form is correct and complete.
2. I authorise the University of Western Sydney to obtain official records from any educational institution previously attended by me.
3. I clearly understand and accept that enrolment in the University of Western Sydney will require compliance with the provisions established by the Australian Government for fee-paying overseas students, which include the following: temporary entry to Australia, if granted, will be for study purposes only; to be accepted to study at the University of Western Sydney, I must have at least the minimum academic and English language requirements for the course; I will be permitted to continue my study in Australia only if I make satisfactory progress in my course; I undertake to inform the University of my Australian residential address and telephone number at enrolment; I will advise the University of any changes to these details while enrolled at the University of Western Sydney; I am to return home on the completion of my study or at the expiration of my temporary entry permit, and I understand that temporary entry as a student confers no right of permanent residence in Australia at a later date.

I have read and understood the above conditions and accept them fully.

Signature of applicant (not agent)

Date [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

Certification of documentation

Documents can be certified by any of the following:

» a UWS International Officer
» a contracted agent of UWS
» a Student Centre Officer at UWS
» the Administration office or official Records Department of the institution which originally issued the document/s
» an Australian Overseas Diplomatic Mission
» a Bank Manager/Senior Police Officer (Australia only)
» a Solicitor/Attorney/Notary
» a Justice of the Peace

The Certifying Officer must print ‘this is a true copy of the original document sighted by me’. They should also record their name, contact address, telephone number, profession or occupation or organisation, date verified and then sign the document. The Certifying Officer should include the official stamp or seal of the certifier’s organisation on the copy, if the organisation has such a stamp.

Warning: It is an offence to submit fraudulent documentation in support of an application. Where fraudulent documents are detected the application will be rejected; any offer of enrolment will be withdrawn and any students already studying at UWS will have their enrolment cancelled. The matter may be reported to ICAC, the police and DIAC.

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Signature of applicant (not agent)

Date [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

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