

## Office Use Only

Application Number

Course Code

Application Fee

UNIVERSITY OF  
TECHNOLOGY SYDNEY

CRICOS Provider Code 00099F

## UTS INTERNATIONAL NON-DEGREE APPLICATION FORM

UNIVERSITY OF TECHNOLOGY, SYDNEY

Please indicate which one of the following non-degree options you are applying for:

- Study Abroad
- Exchange
- Visiting Research Students Program

## 1. PERSONAL DETAILS

Your name as shown on your passport

Title (Mr, Ms, etc)	Family Name(s)	Given Name(s)
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<b>Date of Birth</b> Day    Month    Year	<b>Sex</b> Male    Female	<b>Citizenship</b>	<b>Country of Birth</b>	<b>Passport Number</b>
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Postal Address

	<b>Phone</b>	Country	Area	Local Number 20458687	<b>Passport Photograph</b> Please attach a passport sized photograph here
	<b>Mobile</b>	Country	Area	Local Number	
Postcode/Zip	<b>Fax</b>	Country	Area	Local Number	
	<b>Email</b>				

Home Country Address

	<b>Phone</b>	Country	Area	Local Number
	<b>Mobile</b>	Country	Area	Local Number
Postcode/Zip	<b>Fax</b>	Country	Area	Local Number
	<b>Email</b>			

## 2. PROPOSED ENROLMENT AT UTS

Please select your proposed study program:

- C50006 Study Abroad Undergraduate
- C50007 Study Abroad Postgraduate
- C50008 Visiting Research Students Program
- C22028 Exchange Undergraduate
- C22029 Exchange Postgraduate

When do you wish to begin study?

- Semester 1 (late February)
- June session (late June)
- Semester 2 (late July)
- November session (late November)
- Year 20 \_\_\_\_\_

Do you intend to study at UTS for one or two semesters?

- One Semester     Part-time (less than 18cp)
- Two Semesters     Full-time (18 - 24cp)

## 3. CURRENT ENROLMENT

Are you currently studying at University?  Yes  No

Which institution are you currently attending? \_\_\_\_\_

What is the title of your current study program? \_\_\_\_\_

What is your current year of study?  2nd  3rd  4th  5th  Other - Please explain \_\_\_\_\_

What is your expected year of graduation? 20 \_\_\_\_\_

(Please note: You must submit an original academic transcript or certified copy of your academic transcript to verify your current enrolment. The transcript provided should indicate all subjects attempted, grades and awards achieved and an explanation of the grading system used by the institution.)

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 Approved  Not Approved

Your Signature	Name	Date
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Comments



## 7. SUPPORTING STATEMENT

This section should be completed by an Academic Adviser at your home university.

Student's Name \_\_\_\_\_ Student Number \_\_\_\_\_

Is the student in good academic standing?

Yes  No Please explain \_\_\_\_\_

Has the student obtained the necessary approval from your institution to study at UTS?

Yes  No Please explain \_\_\_\_\_

Will the credit earned by the student in this program be accepted towards the degree by your institution?

Yes, provided the student passes each course with a grade of \_\_\_\_\_ or better.

Yes, on the following condition. Please explain \_\_\_\_\_

No

### Academic qualifications degrees and diplomas completed:

Qualification/Award	School/Institution	Country	Duration of Study	Date Completed
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

(Attach certified copies)

If relevant, include information about your research experience and, if applicable, your research output (e.g. publications, conference participation etc.). Information to be endorsed by your supervisor as true and correct.

Has the student received the necessary approval from your institution to undertake the Visiting Research Students Program at UTS?

Yes  No Please explain \_\_\_\_\_

Name of institution

UTS Partner Institution  Yes  No

Name of Adviser \_\_\_\_\_ Approval Signature \_\_\_\_\_ Date \_\_\_\_\_

## 8. TERMS AND CONDITIONS

### PREVIOUS STUDIES

Certified ENGLISH translations of all documents must accompany this application. The transcripts must show all subjects taken, grades (including failures) and stages reached or qualifications gained.

A collection of examination slips is not an acceptable substitute for an official transcript. You must provide full details if you have been excluded or are liable for exclusion from any institution. As there is a long delay at some institutions in obtaining official transcripts you should apply for transcripts as soon as possible. Your application will not be processed unless all necessary information has been provided.

### ENGLISH LANGUAGE PROFICIENCY

You must provide a recent English Language Test score or proof of previous study in English. If your test results are below the acceptable standard, you will not be eligible to study abroad at UTS. Full details on options available to demonstrate English Language Proficiency is available:

[www.uts.edu.au/international/prospective/studying/abroad/entry.html](http://www.uts.edu.au/international/prospective/studying/abroad/entry.html)

### PAYMENT OF FEES FOR STUDY ABROAD AND RESEARCH STUDENTS

The scheduled fee for the first semester's tuition is based on an 18-24 credit point program of study, is payable upon acceptance of an offer from UTS. Tuition fees for subsequent semesters are due at the start of each semester. Tuition fees are for the current year only and may be subject to annual increase. You will be required to pay the Study Abroad fees applicable to the academic year in which you will be enrolled.

[www.uts.edu.au/international/prospective/studying/abroad/fees.html](http://www.uts.edu.au/international/prospective/studying/abroad/fees.html)

### REFUNDS FOR STUDY ABROAD AND RESEARCH STUDENTS

Refunds will only be considered under the terms of the current UTS Fees Policy for International Students. If you withdraw after you have accepted the offer of a place you may incur a penalty.

[www.uts.edu.au/international/prospective/studying/fees/policy.html](http://www.uts.edu.au/international/prospective/studying/fees/policy.html)

## 9. DECLARATION AND SIGNATURE

Please sign and return the following declaration. This application form **MUST** be signed by the applicant.

I agree

- > To abide by the rules on admission, enrolment and progression of UTS.
- > To inform UTS International immediately of any change to the information I have given in this application form.
- > To abide by the policy on Intellectual Property [www.gsu.uts.edu.au/policies/intellectualpropertypolicy.html](http://www.gsu.uts.edu.au/policies/intellectualpropertypolicy.html)

I understand

- > That continued enrolment at UTS is subject to satisfactory progress in my studies.
- > That UTS may obtain official records from any institution I have previously attended.
- > That all documents submitted with this application become the property of UTS.
- > That UTS may vary or cancel any decision it makes if the information I have given is incorrect or incomplete.
- > That UTS may be required to report to the Australian Government on the progress of my application and/or subsequent student status.
- > That I am fully responsible for my educational and living expenses while I am enrolled at UTS.

I declare that the information I have given in this application form and supporting documents is true and correct and I have personally signed this form. I have attached the following documents in support of my application. [Please Tick]

- Certified copies of academic transcripts in English
- Details of exclusion from any tertiary institution
- A certified copy of English proficiency test results

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

## 10. LODGING YOUR APPLICATION

APPLICATIONS must be sent to

**ieconline GmbH**  
Marienstrasse 19/20, D-10117 Berlin  
Tel. +49 (0)30-20458687  
[www.ieconline.de](http://www.ieconline.de)

UTS will acknowledge receipt of your application by mail.

UTS will accept copies certified by the following:

- > Australian Education Office
- > Australian Overseas Diplomatic Mission
- > UTS Authorised Representative/Agent
- > Public Notary Office
- > The Administration of the Institute which issued the relevant document(s)
- > An Australian University (e.g. the UTS Information Service)
- > A Justice of the Peace in Australia where the registration number is clearly indicated

## 11. NOTE

APPLICATION CLOSING DATES FOR:  
STUDY ABROAD and VISITING RESEARCH STUDENTS  
Semester 1 – 15 December  
Semester 2 – 31 May

EXCHANGE STUDENTS  
Semester 1 – 31 August  
Semester 2 – 31 March

- > This application is not an enrolment form, nor does it guarantee admission.
- > There is no charge for this form.

AN INCOMPLETE APPLICATION WILL DELAY PROCESSING. LATE APPLICATIONS WILL NOT BE ACCEPTED.

## 12. UTS FACULTY/SCHOOL/DEPARTMENT FOR PROPOSED VISITING RESEARCH STUDENT

– to be completed by proposed Supervisor or Faculty contact at UTS for applicants to the Visiting Research Students Program:

Name	Email	Telephone
<input type="text"/>	<input type="text"/>	<input type="text"/>

Supervision in field of research identified can / cannot be provided

Date(s) of contact with applicant:

Signature \_\_\_\_\_