



University of  
South Australia

Please note: Pursuant to obligations under the ESOS Act 2000 and the National Code, the University of South Australia may make available any information provided in this form to Australian federal and State agencies. In particular, the University is required to inform the Department of Immigration and Multicultural and Indigenous Affairs about certain changes regarding a student's enrolment and any breach of a student's visa conditions related to attendance or unsatisfactory academic performance.

Application No:

For office use only

Please print clearly and neatly using BLOCK letters to enable accurate processing of your application.  
**(All sections MUST be completed)**

# Study Abroad application form

## 1. Personal details

Mr  Mrs  Miss  Ms

First/Given Names \_\_\_\_\_ Preferred first name \_\_\_\_\_

Other/Middle Name \_\_\_\_\_ Family/Last Name \_\_\_\_\_

Do you want your Family name to appear first on all official UniSA documents e.g. Transcripts/Parchments? Yes  No

Date of Birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ (day/month/year; example: 16/January/1980) Female  Male

Citizenship/Nationality \_\_\_\_\_ Country of birth \_\_\_\_\_

Do you have Australian permanent residency status? Yes  No

## 2. Address details

Permanent address in home country (Note: do not use PO box numbers)

No. and Street \_\_\_\_\_

Suburb/City \_\_\_\_\_ State/Country \_\_\_\_\_ Zip/Postcode \_\_\_\_\_

Mobile \_\_\_\_\_ Telephone \_\_\_\_\_

Fax \_\_\_\_\_ Email \_\_\_\_\_

My mailing address is different from my home address

No. and Street c/- IEC Online; Marienstrasse 19-20

State/Country Germany Zip/Postcode 10117 Berlin

Mobile \_\_\_\_\_ Email info@ieconline.de

Please advise UniSA International if you change your address during the year.

## 3. English language proficiency (to be completed ONLY if English is not your first language)

What is your first language? \_\_\_\_\_

Have you studied at secondary or tertiary levels with English as the language of instruction? Yes  No

If you have undertaken your secondary or tertiary studies in a non English speaking country you must provide a letter attesting that instruction was undertaken in English. This must be on official institution letterhead.

Have you taken an English test in the past? Yes  No  English test name \_\_\_\_\_

IELTS overall score (academic)  TOEFL overall score

Test date (dd/mm/yy) \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ (to be valid the IELTS or TOEFL test must have been taken within the last 2 years)

## 4. Financial support (for USA Students only)

Do you receive Federal Financial Aid? (e.g. Guaranteed Student Loans or PELL Grants) Yes  No

## 5. Study period (please specify)

Are you applying for 1 study period (6 months)  or 2 study periods (1 year of study)

## 6. How did you hear about UniSA (please specify)

- UniSA International
  Friend/relative
  Other \_\_\_\_\_
- Australian Education centre in home country
  School/University \_\_\_\_\_
  Exhibition/seminar overseas \_\_\_\_\_
- Internet
  Advertisement \_\_\_\_\_
  Agent \_\_\_\_\_

## 7. Course (class) preference

- 1) Choose courses from the UniSA website: [www.unisanet.unisa.edu.au/courses](http://www.unisanet.unisa.edu.au/courses)
- 2) List 4–8 course preferences for the relevant study period (study period 2 or study period 5) you are applying for.
- 3) If choosing courses with prerequisites, you must include a copy of your course syllabus.
- 4) You will need a full time study load – 18 units per study period (i.e. 4 courses x 4.5 units per course) or 36 units per academic year (2 study periods).

Study Period 2 (February – June)

Year

Study Period 5 (July – November)

Year

Area/Catalogue no. e.g. POLI1009	Course Title e.g. Political Economy and Social Policy
1	
2	
3	
4	
5	
6	
7	
8	

Area/Catalogue no. e.g. HUMSI035	Course Title e.g. Aboriginal Cultures
1	
2	
3	
4	
5	
6	
7	
8	

NOTE: Please refer to page 6 in the Study Abroad brochure for course selection guidelines.

## 8. Qualification/Academic records

Please provide certified copies of all secondary and tertiary results (academic transcripts) for all studies, either completed or pending. You must also include an explanation of the grading system at your home institution (this information is often found on the reverse side of official academic transcripts). English translation is required if the original documents are not in English.

Name of home college/university/school \_\_\_\_\_

Address \_\_\_\_\_

Name of program (ie Bachelor of Business) \_\_\_\_\_

Major area of study \_\_\_\_\_ Minor area of study \_\_\_\_\_

Language of instruction \_\_\_\_\_

Commencement of program: month \_\_\_\_\_ year \_\_\_\_\_ Expected completion of program: month \_\_\_\_\_ year \_\_\_\_\_

Length of program \_\_\_\_\_ Years attended \_\_\_\_\_ Current GPA \_\_\_\_\_

Have you ever been precluded from study at this University or any other higher education institution? Yes  No 

## 9. Check list (Please note your application cannot be considered unless the relevant documents are attached)

Have you completed all relevant sections of this application?  Have you indicated your course preferences? (list of preferred classes)

Have you attached certified/notarised copies of your IELTS/TOEFL results? (for applicants who have not studied in English)

Have you attached certified/notarised copies of your qualifications and academic transcripts?  Have you signed the declaration?

## 10. Declaration

I declare that, to the best of my knowledge, the information provided by me is true and complete in every particular. I acknowledge that the University of South Australia may vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information provided by me. I understand that I am seeking temporary entry into Australia for educational purposes only. I authorise the University of South Australia to make enquiries about the details associated with this application. I understand the above conditions and am prepared to accept them in full. In particular, I understand that I, or my sponsor, will be responsible for the full costs of the program for which I am seeking admission, as well as the attendant travel and living costs. I also understand that the University of South Australia will not provide a subsidy to me any costs incurred in the use of campus child care facilities for my dependants, and that I must pay full fees for any school-aged dependants enrolled in government or non-government schools.

Signature \_\_\_\_\_ Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

### Representatives/agent stamp

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

CRICOS Provider Number: 00121B

Return this form with supporting documentation to: **UniSA International, University of South Australia, GPO Box 2471, Adelaide, SA 5001, AUSTRALIA**

# Application process

## THE APPLICATION PROCESS

### WHAT YOU WILL NEED TO DO

#### Research your options

Visit Enquire Online for tailored program information or contact your nearest international representative: [www.bbunisa.internationalstudent.info](http://www.bbunisa.internationalstudent.info)

#### Apply to UniSA through Apply Online or your international representative

Ensure that all supporting evidence and documents are sent to UniSA at the time you apply: <https://www.applications.unisa.edu.au/applyonline/student/register/register.aspx>

- » Certified/notarised copies of academic transcripts. Be sure to include the grading system which can usually be found on the back of your academic transcripts;
- » Certified/notarised copies of academic graduation diplomas/degrees;
- » Original English test results (IELTS or TOEFL). Copies are not accepted except through contracted representatives of UniSA;
- » Detailed syllabi/course outlines of units previously undertaken, particularly if you are applying for credit or advanced standing;
- » You must also check to see if the program you are applying for requires any additional forms. Academic and/or employer references may also be required.

#### Accept your offer

Accept your offer by completing the Acceptance and Payment form sent to you. You will also need to make your first tuition payment now.

#### Apply for your student visa

You will need to attach your Confirmation of Enrolment (COE) to your student visa application, which you need to enter Australia. Make sure that you are aware of, and meet, all the Department of Immigration and Citizenship (DIAC) requirements for your student visa. For more information visit [www.immi.gov.au/students](http://www.immi.gov.au/students)

#### Enrol at UniSA

Enrol either online from your home country or in-person during orientation. For more information visit [www.unisa.edu.au/enrolonline](http://www.unisa.edu.au/enrolonline)

Prospective students on student visas should ensure their enrolment meets DIAC requirements. For more information visit [www.immi.gov.au/students](http://www.immi.gov.au/students)

### WHAT UNISA WILL DO

#### Acknowledgement of application

UniSA or one of our international representatives will notify you to acknowledge that your application has been received. This notice will contain your unique reference number which will be used in all further correspondence with you.

#### UniSA will assess your application

Depending on the program you're applying for, the time taken for assessment may vary. We look at your qualifications and credit and will process most applications within four weeks. Your application may be delayed, if any of the following information is missing: original or certified documents, English translations, syllabi/course outlines or additional forms (if required).

#### Letter of offer

If your application is successful, UniSA will send you an offer letter offering you a place in your chosen program. An offer may be conditional, requiring you to complete any current study or meet English language requirements.

#### Confirmation of Enrolment (COE)

When UniSA receives your payment and ensures you meet the conditions of your offer letter (if any), we will send you a Confirmation of Enrolment (COE) letter (this document is used when you apply for a student visa for entry into Australia).

UniSA will also send you important pre-departure information and a Confirmation of Admission letter.