

Application for Admission to Postgraduate Programs (By Research)

Application Number: (Office use only) _____

Section A: Application fee

I want to pay my application fee by credit card Yes No

Card number

Cardholder Name _____ Cardholder Signature _____

Card type – Mastercard Visa

Expiry date (mm/yy)

OR, I wish to pay to pay the A\$80 application fee by bank draft or bank cheque (payable to La Trobe University) and have attached payment to this application Yes No

Section B: Personal information (compulsory field)

Have you been previously enrolled at La Trobe University? Yes No If yes please provide your student number: _____

Family Name _____ Title _____ (Mrs, Miss, Ms, Mr, Dr, etc.)

Given Name(s) _____ Sex M or F

If you have changed your name, give your previous name _____

Date of Birth (dd/mm/yy) Country of Birth _____

Citizenship _____ Country (Where you were living when you filled out this form) _____

Are you a permanent resident of Australia? Yes No

Address

Number and Street _____

Suburb / Town / Country _____

Postcode / Zipcode _____ Email _____

Telephone _____ Mobile _____ Facsimile _____

Are you intending to bring family with you to Australia? Yes No Undecided

Agent Contact Details (if applicable)

Agent Name IEC Online GmbH

Number and Street Marienstrasse 19-20; 10117 Berlin; Germany

Telephone +49-30-20458687 Facsimile +49-30-20458688 Email info@ieconline.de

Section C: Course information

Title of the degree program you would like to study at La Trobe University (i.e. Master of Applied Science) _____

Proposed School/Department of enrolment _____

Campus (please tick) Melbourne (Bundoora) Melbourne (City) Bendigo Albury-Wodonga Shepparton Mildura

Prior contact with the School/Department

It is essential that you make contact with an academic staff member in the area of research in which you wish to study, before your application can be processed.

Have you contacted the relevant academic School/Department? Yes No

If yes, please provide the name of the person(s) you would like to nominate as your potential academic supervisor below.

Name _____ Department _____

Proposed commencement date (dd/mm/yy - Compulsory field)

If you have experienced difficulties locating a prospective supervisor, and already meet all the other entry requirements, you may still complete the application form and we will try to locate a supervisor on your behalf. Your application form will NOT be processed until supervision has been confirmed.

Research Proposal

Title of research proposal _____

Please attach a summary (approximately 3-5 pages) of your research proposal, for details please see latrobe.edu.au/international/apply/how-to/research

Section D: Scholarship information

Have you received a scholarship to undertake this research program? Yes No

Name of scholarship/sponsoring body _____

If you wish to apply for one or more of the following scholarships, tick the relevant box(es). The closing date for scholarships is 30 September each year.

La Trobe University Postgraduate Research Scholarship (LTUPRS)

Endeavour International Postgraduate Research Scholarship (EIPRS) La Trobe University Fee Remission Research Scholarship (LTUFRRS)

If your application for scholarship is not successful tick the relevant box to show what action you want to take.

I still wish to be considered for admission to the University I wish to withdraw my application

Section E: English language proficiency (Please tick where applicable and attach documentary evidence)

English is my first language

English has been the language of instruction in my tertiary studies (this study must have been completed within the last two years and at an academic level acceptable to La Trobe University).

I have an overall band score of at least 6.5 in the International English Language Testing System (IELTS) academic with no individual band score less than 6.0. Date of test (dd/mm/yy)

I have achieved at least the following scores in the Test of English as a Foreign Language (TOEFL)
Paper-based Test: A minimum score of 575 with a score of 5 or better in the Test of Written English.
Computer-based Test: A minimum score of 233 with a score of 5 in essay writing.
Internet-based Test (IBT): A minimum score of 88 with no individual score less than 22. Date of test (dd/mm/yy)

I intend to sit for an IELTS or TOEFL test on: _____ (dd/mm/yy)

I have satisfactorily completed an approved English language course at:
 Name of institution: _____ Date of test (dd/mm/yy)

I have applied for/am attending an English language course at the La Trobe University International College Language Centre.
 If yes, please give approximate start date: (dd/mm/yy) For 10 20 25 30 or weeks of English

Section F: Academic qualifications**(List all courses in which you have been enrolled at tertiary institutions. Attach original or certified academic transcripts for each course)****Secondary Studies**

Abbreviated Title of Qualification <i>eg: BSc</i>	Awarding Institution <i>eg: La Trobe University</i>	Period of Enrolment <i>eg: 2003 – 2005</i>	Completed? <i>eg: Yes</i>	When? <i>eg: 2005</i>	Language of Instruction <i>eg: English</i>

Award(s) for AchievementHave you ever received an award, scholarship or other recognition for academic achievement(s)? Yes No If yes, attach a brief description of your achievements.**Research Experience**Have you ever completed research of a substantial nature? Yes No If yes, attach a brief description of your research.**Publications**Have you ever been the author or co-author of any academic publication(s)? Yes No If yes, attach a list of any significant publications and indicate the author(s).**Section G: Relevant Employment**

Applicants for admission to candidature for the degree of Master of Applied Science (by Research) are required to list the nature and duration of previous professional experience in this section (e.g. teaching, social work, clinical psychology, computer programming, relevant paid or voluntary work experience).

All other applicants should list work/professional experience (paid or unpaid) only if it is relevant to this application.

You can include previous and current full-time or part-time work. If part-time, give the number of hours worked each week (e.g. PT 25hrs/wk).

Dates of Employment _____ Full Time Part Time Job Title _____

Name and Address of Employer _____

Duties and Responsibility _____

Professional qualifications (attach documentation, transcripts etc.) _____

Section H: RefereesAll applicants must request two (2) senior academics familiar with their recent achievements to send a confidential Academic Referee Report on the appropriate form directly to La Trobe International. Forms are available at: latrobe.edu.au/international/apply/how-to/research**Please note** Your application will not be assessed until we have received both Academic Referee Reports.

List the academic referees who have agreed to forward reports.

Referee 1

Name and Title _____

Address _____

Telephone _____

Facsimile _____

Email _____

Referee 2

Name and Title _____

Address _____

Telephone _____

Facsimile _____

Email _____

If you are applying for a Professional Doctorate you must also request two referees familiar with your professional experience to submit a professional referee report to La Trobe International (in addition to the two Academic Referee Reports). Please see: latrobe.edu.au/international/apply/how-to/research**Section I: Check List****Check that you have:**

- Completed and signed the application form
- Answered all questions
- Attached the application fee (A\$80) or indicated your credit card details
- Nominated two academic referees and given each referee a copy of the Academic Referee Report form to return promptly to La Trobe International
- Made a copy of the application form for your own records

Check that you have attached copies of the following to each application form:

- Original or certified copy of evidence of any change of name
- Summary of research proposal
- Evidence of English language proficiency
- Original or certified copies of academic transcripts and evidence of completion, for all relevant previous studies
- Details of any awards or achievements
- Details of any research experience
- List of any academic publications
- Details of any relevant research and/or professional experience including a copy of your Curriculum Vitae if appropriate

Section J: Declaration and agreement

I declare that the information provided on this form is true and complete in every detail. I authorise La Trobe University to obtain further information about me from educational and other institutions which I have attended, and from Australian government authorities such as Department of Immigration and Citizenship (DIAC) and the Department of Education, Employment and Workplace Relations (DEEWR).

I acknowledge that La Trobe University reserves the right at any stage to vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information.

I am aware of the conditions relating to my admission and agree to pay all fees for which I am liable, and have read and agree to the conditions relating to the Refund Policy and Privacy Statement on the University's website at latrobe.edu.au/international/fees/tuition

This agreement does not remove my right to take further action under Australia's consumer protection laws.

I consent to the University:

- a) using and disclosing my personal information in accordance with the University's Refund Policy and Privacy Statement; and
- b) disclosing my personal information to a third party, authorised by the University, to enable the third party to contact me for the purpose of providing me with information about the University.

I accept that this application and supporting documentation become the property of La Trobe University and are not returnable.

Giving false or misleading information is a serious offence under the *Criminal Code Act 1995* (Australia).Signature _____ Date **Contact details**

La Trobe International
La Trobe University
Victoria 3086
AUSTRALIA

Telephone (+61 3) 9479 1199
Facsimile (+61 3) 9479 3660
Email international@latrobe.edu.au
Web latrobe.edu.au/international

 LTI office use only: Applicant's original documents sightedSignature _____ Date

La Trobe University is a registered provider under the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS). CRICOS Provider: 00115M