

# Study Abroad/Exchange Application Form



**Murdoch**  
UNIVERSITY  
PERTH WESTERN AUSTRALIA

Murdoch International Admissions  
Murdoch University  
South St, Murdoch 6150  
Western Australia  
Telephone: +61 8 9360 6778  
Facsimile: +61 8 9360 6491  
international.admissions@murdoch.edu.au  
www.murdoch.edu.au/Future-students/International-students/  
studyabroad.murdoch.edu.au  
CRICOS Provider Code: 00125J

AGENT'S STAMP (In English including address, phone)

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

Counsellor's name .....

Email address .....

## Program information

I have been nominated as an **exchange** student from my home university, which is an official partner of Murdoch University

OR

I am applying as a **study abroad** student. My home university does not have an official partnership with Murdoch University or I have not been awarded an exchange placement

I am seeking admission as a Study Abroad/Exchange student for (please tick as appropriate):

- Semester 1, February to July 20 \_\_\_\_  
 Semester 2, August to November 20 \_\_\_\_  
 Semester 2 and 1, August 20 \_\_\_\_ to February 20 \_\_\_\_  
 Semester 1 and 2, February to November 20 \_\_\_\_

## Personal information

First name:

Surname:

Date of Birth (day/month/year):

Sex:

Male  Female

Country of Birth:

Nationality:

Is English your first language?

Yes  No

If no: What is your primary language?

How will you demonstrate English proficiency?

Please see this link for more information on English requirements  
[www.murdoch.edu.au/Future-students/International-students/Applying-to-Murdoch/English-requirements/](http://www.murdoch.edu.au/Future-students/International-students/Applying-to-Murdoch/English-requirements/)

## Contact information

Number/street:

State/city:

Postcode:

Country:

Mobile:

Current Telephone (if overseas please state all dialling codes):

Primary email:

Alternative email address:

Tertiary institution currently attending:

Name:

Location:

Date commenced:

Level:  Undergraduate  Postgraduate

Year:  First  Second  Third  Fourth

Academic Major(s):

Current GPA:

Academic Minor (if available):

## Do you have a disability?

If you have a disability which means that you may require additional help at Murdoch University, it is very important that you provide the following information. This information will be kept confidential and will not affect your admission to the University.

Type of disability:

- Vision       Hearing       Mobility  
 Impairment       Learning       Psychiatric  
 Other

Please attach a brief statement about what your needs will be.

## Financial Information

Who will be paying your fees and living expenses to study at Murdoch University? (If more than one source, please check all relevant boxes)

- Private sponsor or self funded  
 Home University  
 Approved government sponsor/loan eg. US/Canadian Financial Aid, Bafog, CSN Study Assurance  
 Other

## Application information

Important, you must attach:

- Up-to-date certified academic transcript (translated into English where necessary)
- Supporting statement (usually 200-300 words) defining your academic career and personal motivations for studying abroad.
- If applicable, copies of TOEFL/IELTS test results to demonstrate English proficiency.

This application form and all other components of your application should be scanned and emailed to:  
international.admissions@murdoch.edu.au.

If you are mailing your application, please mail to:

International Admissions  
Murdoch University  
90 South Street, Murdoch  
WA 6150 Australia

Please arrange your application as follows:

- 1 This application form
- 2 Transcript from your home university
- 3 Supporting statement essay
- 4 English proficiency documentation (if necessary)
- 6 Unit selection worksheet (see below)

The Unit Selection Worksheet can be found at:  
[www.murdoch.edu.au/Future-students/International-students/Study-abroad-and-exchange/How-to-apply/](http://www.murdoch.edu.au/Future-students/International-students/Study-abroad-and-exchange/How-to-apply/)

Enquiries about your application status should be emailed to:  
international.admissions@murdoch.edu.au

## Declaration and Agreement

### PRIVACY AND DISCLOSURE

1. I declare that all the information I have given in this application is true, correct and complete, and is not false or misleading. I understand giving false or misleading information is a serious offence under state and/or federal law in Australia.
2. I declare that the signature on this form is my signature, and has not been signed on my behalf by another person, including my agent or sponsor.
3. I agree to tell Murdoch University immediately if there is any change to the information I have given in this application.

4. I understand the University reserves the right to vary or reverse any decision made on the basis of incorrect, incomplete, false or misleading information which I or my agent/sponsor may have provided, including in some circumstances, termination of my enrolment.
5. I declare that I have not been excluded or subject to disciplinary action at any tertiary institution.
6. I understand that the University may obtain official records from any educational institution I have previously attended or my employer.
7. I authorise any institution or organisation named on any document provided as evidence of my qualifications or work experience OR which are named in my application, to release to the University any personal information which they may hold about me for the purpose of verification of my supporting documents.
8. I understand that any information provided to the University may be made available to Australian Commonwealth and state government departments and agencies, pursuant to the University's obligations under Australian or state law, including the ESOS Act 2000 and the National Code. This information may also be made available to any company or organisation in which the University arranges a private or public work placement or practicum. This information includes, but is not limited to, changes to my enrolment and any breach of a student visa condition relating to attendance or satisfactory academic performance.
9. By nominating an agent, as listed in the 'Agent's details' section to represent me in my application to the University, I agree to the release of all information relating to my application and subsequent enrolment at the University to my nominated agent, until such time as this nomination is revoked by me in writing to both the nominated agent and to Murdoch University.
10. If the payment for my course is made by a sponsor (a third party paying my tuition fees or nominated by me as my sponsor), I agree to the release of all information to my sponsor regarding my application and subsequent enrolment including my subject results, progress reports, and enrolment details (including contact details).

### TRANSFER FROM ANOTHER EDUCATION INSTITUTION IN AUSTRALIA

12. I agree to advise the University of any studies that I am undertaking or will undertake at any period with another provider which coincides with a period of study I am applying to undertake or undertake at the University. I understand that should I have obligations to another provider, the University is unable to offer me enrolment. I understand that I must present any documents requested by the University to confirm my status.

### CANCELLATIONS AND REFUNDS

13. I understand the following:

#### 13.1. Total Refund

In the event that an Offer of Enrolment is withdrawn, or the University is unable to provide the program, all tuition fees are fully refundable, however if the offer had been made on the basis of incorrect or incomplete information having been supplied by the student, in which case the University reserves the right to retain an administrative fee of AUD\$500.

#### 13.2. Partial Refund

(i) Where a student after accepting an Offer of Enrolment gives more than 10 weeks notice before commencement of the semester of an inability to undertake the program, all tuition fees paid in advance are refundable, less an administrative fee of AU\$500.

(ii) Where a student gives notice of withdrawal less than 10 weeks before commencement of the semester of an inability to undertake the program, all tuition fees paid in advance are refundable less an administrative fee of AU\$1,000.

(iii) A student who withdraws from the University after commencement of the semester but **before** 31 March in Semester 1, or 31 August in Semester 2, shall be eligible for a refund of all tuition fees paid in advance, less 50% of the tuition fee paid for the semester in which they withdraw.

### 13.3. No Refund

Students who withdraw from the University after 31 March in Semester 1, or 31 August in Semester 2, shall not be eligible for a refund of the tuition fee paid for the relevant semester.

### 13.4. Scholarship Students

Students on scholarships or financial aid should check with their lending institution in regards to any policies which may apply in the case of a student requesting a refund.

14. I have read and understand the University's Fees Policy (including refunds) at: [www.murdoch.edu.au/Future-students/International-students/Courses-and-fees/](http://www.murdoch.edu.au/Future-students/International-students/Courses-and-fees/)

### FINANCIAL OBLIGATIONS

15. I agree to provide any financial information requested by the University for the purpose of the University assessing my financial ability to undertake a course of study.
16. I declare that I have access to funding:
- for the payment of all fees for the course which I am undertaking at the University; and
  - for the living expenses of myself and my dependents in Australia for the duration of the course
17. I declare that I am not relying on employment in Australia during or following my course to pay any part of my tuition and living expenses for myself and my dependents.
18. I understand that I am required to pay all tuition fees in full for my course prior to the census date for each session/trimester/term of study, and that failure to make payment by the required date may result in the termination of enrolment in my course and notification to the Department of Immigration, who may cancel my student visa.
19. I understand that, in the event that I am unable to pay for my tuition or living expenses in Australia for myself or my dependents, the University is not obliged to provide any financial assistance (including in the form of a tuition fee waiver (partial or whole), tuition fee deferral or living expense support, medical expenses, legal expenses, or leave of absence consideration) and that as a non-citizen of Australia, I do not have access to Australian government support.
20. I understand that the University will not act as a financial guarantor for me, and I am solely responsible for all expenses incurred by me and my dependents, including as the result of legal action, while I remain in Australia on a visa issued for the purposes of studying at the University, whether or not I have completed the course or remain enrolled at the University.

### WHILE I AM ENROLLED AT THE UNIVERSITY

21. I agree to be bound by all the Rules and Regulations and any relevant policies of the University.
22. I must enrol in a study pattern that allows me to complete my course within the course duration set in my Confirmation of Enrolment (COE).
23. I agree to advise the University of my residential and postal address and mobile telephone number in Australia and of any change in my contact details.
24. If I am not the holder of a student visa, I understand that it is my responsibility to ensure that the visa I hold permits me to undertake the course in which I enrol at the University.

### WHILE I AM COVERED BY A STUDENT VISA

25. As the holder of a student visa, I understand and agree to abide by all the requirements of the student visa which are detailed at the following website:  
[www.immi.gov.au/students/visa-conditions.htm](http://www.immi.gov.au/students/visa-conditions.htm)
26. I understand my obligation to, and I agree to, maintain Overseas Student Health Cover for the duration of the course.

### APPLICABLE LAW

27. This agreement, and the availability of complaints and appeals processes, does not remove my right as a student to take action under Australia's consumer protection laws.
28. I understand that these terms are governed by the laws of Western Australia and I agree to submit to the non-exclusive jurisdiction of the courts of Western Australia.

## To be completed by the applicant

I understand that the current living costs in Perth, Western Australia, are as indicated on the Study in Australia website at [www.studyinaustralia.gov.au/en/Study-Costs/Living](http://www.studyinaustralia.gov.au/en/Study-Costs/Living), and I declare that I have access to funding for the living expenses of myself and my dependents in Australia for the duration of the course or courses which have been offered.

- I hereby undertake to abide by the University rules and policies and Murdoch University Act 1973 – 1985 and the By-laws, rules and policies of the University (where applicable).
- I have read, understood and agree to abide by the above terms and conditions.
- I consent to the use of my personal information as set out above.
- I declare that the information provided by me in the application is true and correct.

**WARNING: It is an offence to submit fraudulent documentation in support of a course application. Where fraudulent documents are detected the application will be rejected, any offer of enrolment will be withdrawn, and the matter may be reported to relevant state and federal law enforcement agencies.**

Applicant's signature

Date \_\_\_\_\_

Applications that are unsigned, or are not ticked to indicate that the applicant has read the above terms and conditions and undertakes to abide by the relevant rules and policies, will not be processed. Applications must be signed by the applicant personally. A third party must not sign on the applicant's behalf.

## Marketing information

How did you find out about Study Abroad/Exchange at Murdoch University? (tick any which apply)

- My university's international office
- From a friend or family member
- Murdoch University website
- Other website/Internet \_\_\_\_\_
- Study Abroad Fair
- Expo
- University presentation
- 3rd party program provider
- Newspaper advertisement
- Perth Educational City website

Why did you decide to apply to Murdoch University Study Abroad/Exchange? (Please rate, 1 – strongest reason, 6 – weakest reason)

- My friend or family member told me about it.
- My professor or university advisor recommended it to me.
- Murdoch University has the course or classes I need or am most interested in.
- Location of Murdoch in Perth and Western Australia (appealed to me more than other locations in Australia).
- Murdoch's NorthWest Trip outback safari.
- Other (please list).

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