

EXCHANGE APPLICATION FORM

FOR STUDENTS FROM A VICTORIA UNIVERSITY PARTNER INSTITUTION

1. PERSONAL DETAILS

TITLE: MR MISS MS MRS OTHER _____ GENDER: MALE FEMALE

FAMILY NAME (AS STATED IN PASSPORT): _____

GIVEN NAME(S): _____

MOBILE / CELL: _____

EMAIL 1: _____

EMAIL 2: _____

COUNTRY OF BIRTH: _____ DATE OF BIRTH:

COUNTRY OF CITIZENSHIP: _____

DO YOU HAVE A DISABILITY FOR WHICH ADDITIONAL ASSISTANCE IS REQUIRED? YES NO (If yes, please attach a separate document outlining the disability)

2. ADDRESS FOR CORRESPONDENCE

NUMBER AND STREET: _____

SUBURB / TOWN: _____ STATE / PROVINCE: _____

COUNTRY: _____ POSTCODE / ZIP CODE: _____

3. CURRENT STUDIES IN YOUR HOME COUNTRY

INSTITUTION: _____ COUNTRY: _____

DEGREE PROGRAM: _____ MAJOR FIELD OF STUDY: _____

4. DURATION OF PROGRAM

INTENDED COMMENCEMENT DATE: ONE SEMESTER TWO SEMESTERS

SEMESTER 1 (FEB -JUNE) SEMESTER 2 (JULY - NOVEMBER) YEAR

5. UNIT PREFERENCE

List your preferred units of study. Visit vu.edu.au/courses for information about degree programs. Visit vu.edu.au/units/search to search for information about individual units.

- Please check the prerequisites of nominated units.
- Unit codes and names must be written in full.
- Select at least 6 preferences to ensure you have enough available units while studying at VU.
- Select a maximum of 2 campuses.

PREFERENCES	UNIT NAME	UNIT CODE	CAMPUS	COMMENCING SEMESTER AND YEAR
Example:	International Marketing	BH03373	City Flinders	Semester 1, 2015
1st Preference				
2nd Preference				
3rd Preference				
4th Preference				
5th Preference				
6th Preference				
7th Preference				

Are you planning on studying a Study Abroad Certificate? YES NO

If yes, what is the name of the certificate? _____

6. ENGLISH LANGUAGE PROFICIENCY

If English is not your current language of tuition then you must provide documentary evidence of your English language proficiency to meet Victoria University's English language requirements.

- IS ENGLISH YOUR FIRST LANGUAGE? YES NO
- HAVE YOU SAT AN IELTS OR TOEFL TEST? YES NO (If yes, please attach)
- DO YOU HAVE OTHER DOCUMENTATION (E.G. DAAD, LETTER OF RECOMMENDATION) YES NO (If yes, please attach)
- WILL YOU STUDY ENGLISH AT VICTORIA UNIVERSITY PRIOR TO COMMENCING YOUR EXCHANGE? YES NO

7. DECLARATION

I _____ (Applicant's full name in BLOCK LETTERS)

- declare that the information and supporting documentation provided is true and complete. I acknowledge that Victoria 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;
- understand and accept that I must abide by all terms and conditions of my visa;
- am able to make appropriate arrangements to fund my studies;
- am fully responsible for my educational and living expenses (excluding tuition fees) while studying at Victoria University;
- agree to advise the University within seven days if any subsequent changes to my residential address;
- authorise Victoria University to obtain further relevant documentation if necessary;
- authorise the University to provide the Commonwealth, State agencies and approved Victoria University's representatives information about my address and details of enrolment;
- understand that any school-aged dependants accompanying me to Australia will be required to pay full fees if they are enrolled in a school in Australia; and have read, understood and accept the above conditions.

PLEASE TICK HERE TO ACKNOWLEDGE THE DECLARATION: _____

DATE: / /

8. APPLICATION CHECKLIST (INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED)

I have:

- completed all sections of this application
- acknowledged and dated the declaration
- attached certified copies of academic transcripts and award certificates and, where appropriate, certified English translation of academic record
- attached copies of English language test scores and other supporting English language documentation as requested
- provided a copy of passport photo ID page.

PLEASE E-MAIL YOUR APPLICATION AND SUPPORTING DOCUMENTS TO THE RELEVANT INTERNATIONAL ADVISOR IN YOUR HOME INSTITUTION

9. ENDORSEMENT OF HOME INSTITUTION

EXCHANGE/INTERNATIONAL ADVISOR: (NAME) _____

I HAVE CHECKED THE STUDENT'S DOCUMENTS AND SUPPORT THEIR APPLICATION FOR EXCHANGE: _____

DATE: / /

INSTRUCTIONS FOR HOME INSTITUTION

TO SUBMIT THIS FORM PLEASE EMAIL IT WITH SUPPORTING DOCUMENTS TO: EDUCATIONABROAD@VU.EDU.AU

(original documentation by post is **not required** from Victoria University partner institutions)