

# APPLICATION FOR ADMISSION



Curtin University

For domestic and partner-offshore applicants to an Undergraduate or Postgraduate course

This form will be accepted by email only for courses that are not available through the Online Application form, eApplications.

Before you apply using this form please check that your course is available through the Online Application. Please check if your course has any special application requirements prior to starting this application process. For assistance or to submit this [form](#).

If you are using an Apple computer, tablet or smart phone, you **must** download and complete this form using [Adobe Reader](#).

ATTACH PASSPORT SIZE PHOTO  
For partner - offshore applicants only

## WHICH COURSE ARE YOU APPLYING FOR?

Have you previously been a WAIT/Curtin Student? Yes  No

If yes include your Curtin ID Number

Course Code

## PERSONAL DETAILS

Title (Mr, Ms etc)  Date of birth        Male  
 Female  
 Indeterminate/Intersex/Unspecified

Family Name

Given Name

Other Given Names

On all official documentation your name will appear as Given Name/s, Family Name - if this is not how your name appears in your passport or birth certificate, please print your name in the space below as it appears on these documents.

If your name has changed since you were last enrolled at Curtin/WAIT, please print previous name.

**Please note:** Two forms of evidence are required for change of name from the lists below – one from each list is required.

### Change of name:

- |                                  |  |
|----------------------------------|--|
| <b>(Primary)</b>                 | <b>(Secondary)</b>                       |
| - Citizenship Papers             | - Medicare Card                          |
| - Birth Certificate (or Extract) | - Valid Drivers Licence                  |
| - Passport                       | - National Identification Card           |
| - Registered Deed Poll           | - Marriage Certificate or Divorce Decree |

## ADDRESS DETAILS (CONTACT)

Number and Street

Suburb/Town  State

Country  Postcode

## ADDRESS DETAILS (PERMANENT) (For Australian Citizens and Australian Permanent Residents, this must be an Australian address)

Same as above?  Yes  No Note: A Post Office Box Number is **NOT** acceptable

Number and Street

Suburb/Town  State

Country  Postcode

Which is your preferred mailing address?  Contact  Permanent

## CONTACT DETAILS

Home Telephone

Work Telephone

Mobile Telephone

Email Address \*It is mandatory to provide an email address

## PERSONAL STATISTICAL DETAILS

**What is your Citizenship or Residency Status? Please tick one relevant category only.**

- Australian Citizen       New Zealand (NZ) Citizen       Australian Permanent Resident (PR)
- Australian Permanent Resident (Humanitarian Visa)       Overseas student residing overseas during your studies

What date was residency granted? (applicable to Australian permanent residents including humanitarian visa holders)

Day      Month      Year

What is your country of citizenship?

NZ Citizens & PR only: Will you be residing in Australia during the study period?      Yes       No

If country other than Australia, please provide your Passport Number

In which country were you born?

If you were not born in Australia what was your first year of arrival? (not applicable to overseas students residing overseas)

Year

What is the main language spoken at your permanent home residence?

Are you of Australian Aboriginal descent?       Yes       No

Are you of Torres Strait Island descent?       Yes       No

## MEDICAL/DISABILITY NEEDS

**The information below is used to assist the University in monitoring, supporting and improving services to students with medical/disability requirements. Disclosing this information will not affect your admission to the University.**

Do you have a disability, impairment or long-term medical condition which may affect your studies?       Yes       No

If you answered 'Yes' to the above question, please indicate the type/s of disability

- Hearing       Vision       Learning       Medical       Mobility       Other

Would you like to receive information on medical/disability support services, equipment and facilities available that may assist you?       Yes       No

## SECONDARY LEVEL EDUCATION

Please complete the following information if you completed Year 12 studies within Australia and within the last 2 years:

Name of Year 12 Institution \_\_\_\_\_ State \_\_\_\_\_

The year in which you attended Year 12 \_\_\_\_\_

What Suburb/Town were you residing in? \_\_\_\_\_

What was the postcode? \_\_\_\_\_

What is your Australian Tertiary Admission Rank (ATAR) (eg. TER, ENTER, UAI)? \_\_\_\_\_

If applicable, what is your Overall Position (QLD Year 12 applicants only)? \_\_\_\_\_

If applicable, what is your International Baccalaureate Diploma score? \_\_\_\_\_

## EDUCATIONAL QUALIFICATIONS

**Please provide details of all formal studies that you have completed or those that you are currently undertaking. This information will be used to assess your eligibility for admission into Curtin.**

You are required to supply colour scanned copies\* from the originals of your academic award/s and transcript/s (original language and translated copies) for all tertiary studies except those undertaken at Curtin. Academic records must contain an explanation of grading system descriptions.

\* Please check the [requirements of scanned documents](#) before attaching the required supporting documentation to your email.

<b>Educational Participation</b> (include courses taken overseas)	<b>Name of Institution</b>	<b>Course Title (if applicable)</b>	<b>Year last enrolled</b>
Completed Higher Education Postgraduate level course			
Completed Higher Education Bachelor level course			
Completed Higher Education Diploma/Assoc. Degree level course			
Incomplete Higher Education course			
Completed Vocational (eg. TAFE) award course			
Completed other educational qualification or Certificate of Attainment or Competence eg. Nursing Registration, University Preparation course			
Completed Secondary Education			

## EMPLOYMENT DETAILS

If you are applying for a Postgraduate course on the basis of professional work experience, you must provide a current Curriculum Vitae outlining an appropriate level of significant work experience relevant to the field of study. Please refer to the [specific course application requirements](#) to see if this is an entry option for your course. Please note work experience does not satisfy Curtin University's English entry requirement. Please check with the University Admission Centre for English tests or programs that meet those entry requirements.

## EDUCATION LEVEL OF YOUR PARENTS OR GUARDIANS

The information below is used for the purpose of government reporting, disclosing this information will not affect your admission to the University.

	Parent / Guardian 1	Parent / Guardian 2
Do you know the educational background of your Parents/Guardians?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>What is the highest level of education completed by your Parent(s) / Guardian(s)? CROSS APPROPRIATE BOX(ES)</b>		
Postgraduate qualification (eg. Graduate Diploma, Masters Degree, PhD)	<input type="checkbox"/>	<input type="checkbox"/>
Bachelor Degree	<input type="checkbox"/>	<input type="checkbox"/>
Other post-school qualification (eg. Associate Degree, Diploma, Advanced Diploma, Completed Apprenticeship, Vocational Certificate)	<input type="checkbox"/>	<input type="checkbox"/>
Completed Year 12 schooling or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
Completed Year 10 schooling continued at school but did not complete Year 12 schooling or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
Completed Year 10 schooling	<input type="checkbox"/>	<input type="checkbox"/>
Did not complete Year 10 schooling	<input type="checkbox"/>	<input type="checkbox"/>

## CREDIT FOR RECOGNISED LEARNING

If you would like your qualification/s to be assessed for credit transfer please submit an [Application for Credit Transfer](#) with your Application for Admission form.

## ENGLISH LANGUAGE PROFICIENCY

As all courses are taught in English, applicants will need to meet Curtin's English language requirement, please indicate what test/s you have sat (or intend sitting) and attach certified documentary evidence of results (refer to Checklist section)

Australian Year 12     
  GCSE 'O' level     
  Cambridge CAE/CPE     
  IELTS (Academic)  
 PTE (Academic)     
  STAT (Written English)     
  TOEFL (iBT)     
  Other (Please specify)

Please indicate if you are also applying for Curtin's

English Language Enabling Course or  ELICOS     
 Indicate the intended month of intake

## COURSE INFORMATION

Major area of study (eg. Accounting, Journalism, Public Health, Chemical Engineering)

When do you wish to commence studies? Year  Study Period  (eg. Semester 1, Semester 2)

How do you intend to study?  Full-time  Part-time

What is your intended attendance mode? \*  Internal  Fully online/External  Partially online

\*Please note that not all majors, streams and/or units under this course may be available via online/external study mode.

Do you intend studying at an Australian Campus?  Yes  No

If 'Yes', what Campus (eg. Bentley, Kalgoorlie)

If you answered 'No' to the above question, please indicate the Offshore Partner Institution and Campus at which you intend studying

Partner Institution  Campus

## APPLYING FOR SPECIAL CONSIDERATION

An application for Special Consideration is for NEW to Curtin students only. If you are NEW to Curtin and wish to be considered for special consideration please refer to the [guidelines and documentary requirements](#) and submit together with this application.

## PRIVACY STATEMENT

At Curtin University, the privacy of our students, staff and the people we deal with is very important to us. Much of the information that the University collects in order to provide the services that it does, is "personal information". For details of how the University will use, disclose and protect your personal information please refer to <https://informationmanagement.curtin.edu.au/privacy/>

## CHECKLIST

### Important Checklist to ensure a quick response to your application

<input type="checkbox"/>	Colour scanned copies* from the originals of all previous qualifications including award certificates (if applicable) and academic transcripts with a grading system description and English tests. See guidelines.
<input type="checkbox"/>	Attach passport size photo if applying to study with an offshore partner.
<input type="checkbox"/>	Prior to submitting an application please familiarise yourself with any specific requirements which relate to the course for which you are applying for. Some courses must refer to the <a href="#">Admission Application Requirement website</a> .
<input type="checkbox"/>	If applicable enclose Application for <a href="#">Credit Transfer from</a> .
<input type="checkbox"/>	If you are an Australian Permanent Resident or New Zealand Citizen, please include proof of residency status.
<input type="checkbox"/>	If your previous studies do not meet Curtin's standard English requirements, please submit scanned colour originals* of your English language qualification or details of English language proficiency. Please refer to <a href="#">Future Students website</a> .
<input type="checkbox"/>	Submit a scanned colour original* of evidence for change of name (if applicable).
<input type="checkbox"/>	Read and electronically sign the Applicant's Declaration.

\* You must follow the requirements for scanned documents outlined in the [Admissions Centre Certification Guidelines and Scanned Documents Guidelines](#).

## SUBMIT YOUR APPLICATION

Please complete this form and email together with all your supporting documentation in accordance with the relevant guidelines to [admissions@curtin.edu.au](mailto:admissions@curtin.edu.au)

### Closing dates for applications

To confirm the closing dates, please check the [Application deadline website](#) or contact the Admissions Centre.

Note: Admission to some courses is highly competitive and applicants are encouraged to submit their application as early as possible.

## APPLICANT'S DECLARATION AND SIGNATURE

I declare that I have read the instructions on this application form and that the information I have provided is complete and correct.  
I understand that the information collected on this form is to enable Curtin University to assess my application, create a record on its student database, undertake statistical analysis, meet statutory reporting requirements and further inform me about the course to which I am applying as well as the University's other courses/events. The information will be accessed by officers of the University strictly for these purposes and disclosed to State and Australian Government agencies (eg. Department of Education and Training (DET)) where required by law and to contractors (such as mail houses) engaged by the University to perform services on its behalf. Where personal information is to be provided to contractors, the University will require that confidentiality agreements be first entered into.  
I agree that any personal information collected by Curtin University about me will be stored on the cloud in the Curtin Student Management database.  
I understand that my application will be assessed based on Academic, Non-Academic, English and specific course requirements.  
I agree to be bound by the [Statutes, Rules, By-Laws, Policies and Procedures](#) of the University as amended from time to time.  
I understand that if I do not complete all the questions on this form, it may not be possible for the University to process my application.  
I authorise Curtin University to obtain further academic information or official student records from any educational institution or other recognised institution within the education environment if necessary and/or, where my work experience is relevant, to verify my employment history for the purpose of making an informed decision about my application.  
I understand that my personal information will be used for current and future Curtin related functions and activities.  
I acknowledge that Curtin University reserves the right to vary or reverse any decision regarding admission made on the basis of incorrect, incomplete or fraudulent information.

Signature

Date

## FOR APPLICATION AND ADMISSION ENQUIRIES PLEASE CONTACT

**Admissions Centre**  
Student Services  
Building 101, Level 2  
Curtin University  
Kent Street  
Bentley WA 6102  
Tel: (+61) 1300 222 888  
[Online webform](#)

**Centre for Aboriginal Studies**  
Building 211  
Curtin University  
Kent Street  
Bentley WA 6102  
Tel: (+61 8) 9266 7091  
Fax: (+61 8) 9266 2888  
[cas.sso@curtin.edu.au](mailto:cas.sso@curtin.edu.au)

**Curtin Learning and Teaching**  
6 Sarich Way  
Technology Park  
Bentley WA 6102  
Tel: (+61 8) 9266 7632  
[uniready@curtin.edu.au](mailto:uniready@curtin.edu.au)

**Curtin Graduate School of Business**  
78 Murray St  
Perth WA 6000  
Perth Campus Enquiries  
Tel: (+61 8) 9266 3460  
Fax: (+61 8) 9266 3368  
[enquiries@gsb.curtin.edu.au](mailto:enquiries@gsb.curtin.edu.au)

**Western Australian School of Mines**  
Egan Street  
Kalgoorlie WA 6430  
Tel: 1800 688 377  
[wasmkalgstudent@curtin.edu.au](mailto:wasmkalgstudent@curtin.edu.au)

# CURTIN UNIVERSITY USE ONLY

## BASIS OF ADMISSION

✓	Please indicate the Basis for Admission	Highest Level of Participation	✓
	School Leaver – (WACE or equivalent)	Secondary Education	
	Completed University Qualification	Bachelor/Postgraduate	
	Completed VET (TAFE) Qualification	TAFE Award	
	Completed one full-time semester (or equivalent) at University	Incomplete course	
	Completed two full-time semesters (or equivalent) at University		
	Mature Age – TEE/WACE	Other Qualification	
	Special Tertiary Admission Test (STAT)		
	Completion of Extension Units		
	Completion of 2 Australian Undergraduate Units		
	University Bridging/Foundation Program		
	Completed Private Provider Qualification (AQF)		
	Special Consideration		
	Special Matriculation		
	Registered Nurse		
	International Year 12 equivalent		
	International Post-Secondary Qualification		
	Employment experience		

## NON-STANDARD ENTRY

Special Consideration   
  Bridging Course for Overseas Trained Professional (BOTP)   
  Matriculation

### Authorised Officer please indicate status of applicant

Qualified   
  Not Qualified (Reason) \_\_\_\_\_

Qualified with conditions

Subject to provision of certified documents   
  Subject to satisfying the University English competency requirements

Subject to providing final transcripts and award certificate   
  Subject to successful completion of current studies qualification

Other \_\_\_\_\_

### Please indicate the relevant liability category

International Student–Offshore   
  Domestic Fee Paying   
  International Student–Partner   
  Commonwealth Supported

Name of Academic/Course Coordinator: \_\_\_\_\_

Signature \_\_\_\_\_ Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_

## UNIVERSITY ADMISSION CENTRE / OFFSHORE OFFICE

Approved   
  Not Approved   
  Approved with Conditions \_\_\_\_\_

Authorised Officer Name \_\_\_\_\_

Signature \_\_\_\_\_ Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_