

WESTERN SYDNEY UNIVERSITY



Application for Admission & Scholarship Higher Degree Research

*Graduate Research School
Locked Bag 1797, Penrith NSW 2751*

SECTION A – GENERAL INFORMATION

Important Information

Please read these notes and instructions carefully before completing the Application Form.

INFORMATION INDEX

Please ensure that you have all the following information sheets and the Application Form. It is important that you read through the information carefully before completing the Application Form.

Section A	General information and how to lodge your application
Section B	Instructions for completing the Application Form
Section C	Scholarship Application Form

CLOSING DATE AND LODGING YOUR APPLICATION

This application will be electronically scanned. Please submit only the Application Form (Section B) and relevant documentation on white paper (where possible). Please DO NOT use special files, folders, dividers, staples, headers, post-it-notes, etc. These items are damaging to our scanning equipment.

All documentation must be received by 5pm on the closing date. Please refer to Question 5 “Scholarship Selection Details” for closing dates for specific scholarships.

Postal	Courier or hand delivered	Emailed
Western Sydney University Research Scholarships Development Officer Graduate Research School Locked Bag 1797 PENRITH NSW 2751 Australia	Western Sydney University Research Scholarships Development Officer Graduate Research School Werrington South Campus Building BA.1.20 Great Western Highway WERRINGTON NSW 2747	grs.scholarships@westernsydney.edu.au If emailing your application please ensure that the size of the email is no larger than 10MB. If you have large files you will need to send them in more than one email. Please number your emails (e.g. Smith, Application, email #1). Please ensure that scanned copies are clear and legible and that certification information is visible.
Evidence of postage is not sufficient. Applicants using overseas postal services are strongly advised to certify or register their application packages to ensure timely delivery.	Evidence of delivery to another address within the University is also not acceptable.	You are not required to forward the original application to the University. You will be contacted if additional documents are required.
Additional or supporting documentation will not be accepted after the closing date, except if the document relates to an outstanding result for a qualification listed in the application. Where applicants cannot verify a claim in the requested format, it will not be considered.		

ELIGIBILITY AND ADMISSION

This application constitutes an application for both admission to the course and a scholarship. You are not required to submit a separate application for admission.

Applicants are ineligible for scholarships if they already hold a degree at the same level as the one for which they are applying.

Applicants should hold at least the equivalent of an Australian First Class Honours degree. Applicants need to demonstrate prior research experience, either through an appropriate course of study, such as Bachelor Honours, a

research master's degree, a postgraduate coursework degree that includes a substantial research component or a coursework degree and additional research experience or output.

Applicants claiming academic equivalence for admission must present supporting documentation. You should address knowledge of research methodology and the ability to undertake academic writing. You may also present information about specialist knowledge and skills relevant to the area of study.

Any applicants who are hoping to transfer from another university (with or without scholarship) should be aware that they may not be able to 'restart' their maximum time period at the university. If you are in this category you should confirm how much time you will be allocated at the university. New candidates will be allocated a maximum of four years for doctorates and two years for Masters (full time) in which to complete the degree. But **note** that the scholarship is for a maximum of three years.

Please refer to the Western Sydney University website for full details of the university Admission Criteria: http://www.westernsydney.edu.au/research/prospective_candidates/apply

CERTIFICATION OF DOCUMENTATION

What is a certified document?

A certified document is a *copy* of an original that has been cited by a qualified person and confirmed as correct and legitimate. When you need a document to be certified you must have both the copy **and** the original with you.

Who can certify my documents?

The person who certifies your document/s must be contactable by telephone during normal working hours. Your documents must be certified by one of the following authorised officers:

- any Western Sydney University staff member
- any other university or TAFE College
- the official records department of the institution that originally issued the document/s
- an Australian overseas diplomatic mission and an Australian Educational Centre
- the Universities Admissions Centre (UAC)
- A Justice of the Peace (JP) with a registration number
- An accountant - must be a member of the Institute of Chartered Accountants in Australia, or the Australian Association of Taxation and Management Accountants or be a Registered Tax Agent
- A bank manager, but not a manager of a bank travel centre
- A credit union branch manager
- A commissioner for declarations
- A barrister, solicitor, patent attorney or notary public
- A police officer in charge of a police station, or of the rank of sergeant and above
- A postal manager
- A Principal of an Australian secondary college, high school or primary school
- A contracted Agent of Western Sydney University

You or a family member cannot certify your documents, even if you or they belong to one of the categories listed above.

How should the authorised officer certify each document?

The certifying officer must print the following text on the copied document:

'I certify this to be a true copy of the document shown and reported to me as the original.'

They must also include their name, address, contact telephone number, profession or occupation or organisation, the date and then sign the document.

The certifying officer should also include the official stamp or seal of the certifier's organisation on the copy if the organisation has such a stamp.

In addition to the above, a Justice of the Peace must also print their registration number and provide details of the State in which they are registered.

Documents certified by a Justice of the Peace without a registration number will not be accepted. To find a Justice of the Peace in your area, check the Justice of the Peace public register or online at <http://www.jp.nsw.gov.au>

If the document includes multiple pages, each page must be certified separately.

Warning: It is an offence to submit fraudulent documentation in support of an application. Where fraudulent documents are detected the application will be rejected, any offer of enrolment will be withdrawn and any student already studying at the university will have their enrolment cancelled. The matter may be reported to ICAC (Independent Commission Against Corruption), the police, and the Department of Immigration and Border Protection (DIBP).

Email lodgement of a certified document

When providing documentation by email you need to attach scanned copies of certified documents. Scanned copies of originals will not be accepted.

NOTIFICATION OF OUTCOME AND COMMENCEMENT

You will be notified of the outcome via email.
The successful candidate will negotiate their commencement date with their Principal Supervisor.

CRITERIA FOR SELECTION

The criteria for allocation of awards are primarily based on academic merit. Academic merit includes undergraduate performance, bachelor Honours awards, other postgraduate degrees, publications in refereed journals, and the presentation of conference papers. When assessing applicants, the selection panel may take into consideration other relevant experience. Please provide full bibliographic details of publications.

PROVISIONS AND CONDITIONS OF THE AWARD

The tenure of the scholarship for doctorates is three years, and for research masters two years. The tenure of the award will be reduced by any previous study undertaken toward the degree at any Institution.

Scholarship recipients are restricted in the amount of paid work they may undertake while receiving the award and may not receive another, similar salary or scholarship to undertake their particular research project. Minor top-up allowances are allowed.

Part-time awards:

Part-time awards are **not** exempt from income tax and the paid work limits are the same for part-time and full-time candidates. Applicants may apply for a part-time award on the grounds that they are prevented from studying full-time due to illness, disability, heavy care commitments of either young children or elderly/sick relatives. Applicants for part-time awards must include a statement outlining their eligibility and include appropriate documentation (e.g. medical certificates).

Stipend:

Please refer to the project information flyer or the university website for information about the stipend rate:
http://www.westernsydney.edu.au/graduate_research_school/grs/scholarships

Tuition Fees:

All successful domestic applicants will be awarded a funded place in the degree and will not be charged tuition fees.

Some international applicants will be charged tuition fees. Please refer to Question 5 of the Application Form "Scholarship Selection Details" for information about whether tuition fees will be charged.

OVERSEAS STUDENT HEALTH CARE (OSHC)

Overseas student health cover (OSHC) is insurance that provides cover for the costs for medical and hospital care which international students may need while in Australia. OSHC will also pay for most prescription drugs and emergency ambulance transport. If you are a student visa holder, you are required to hold a valid OSHC policy for the entire duration of your student visa. The full policy must be in place before you start your studies at Western Sydney University. You cannot purchase a yearly policy. It is a student visa condition that all students maintain OSHC throughout their stay in Australia.

Cost of OSHC (2015 rates in Australian dollars)

	Single Cover	Dual Family (student plus spouse)	Multi Family (student, spouse and children)
Doctoral studies (minimum 56 month policy)	\$3,267	\$11,023	\$15,792
Masters Honours studies (minimum 30 month policy)	\$1,506	\$4,594	\$7,023

Some scholarships include funding for either the full or partial cost of the OSHC policy. You can find information about each individual scholarship and the inclusions on the university website:

http://www.westernsydney.edu.au/graduate_research_school/grs/scholarships

If the scholarship does not provide funding to cover the full cost of the policy, you will be required to pay the balance owing before commencing your studies

To find out more about OSHC, please visit the Western Sydney University International webpage:

http://www.westernsydney.edu.au/international/home/admissions/overseas_students_health_cover

FURTHER INFORMATION

If you require further assistance to complete this form, please contact:

Scholarship enquiries:

Research Scholarships Development Officer
Email: grs.scholarships@westernsydney.edu.au
Phone: +61 2 4736 0966

Admission enquiries:

Candidature Team
Email: grs.admissions@westernsydney.edu.au
Phone: +61 2 4736 0665

Academic enquiries: Please refer to the project information sheet for academic contact details.

www.westernsydney.edu.au/research/scholarships

SECTION B – INSTRUCTIONS

INSTRUCTIONS – COMPLETING THE FORM

Personal Details	Past and present Western Sydney University candidates should indicate their student ID number. Please remember to inform the University if your contact details change.
Course Selection	Please indicate your choice by placing a tick in the relevant box. Candidates currently enrolled at the university should tick “Scholarship only”:
Question 3 <i>Required attachment</i>	All applicants must attach certified (see Section A) proof of their residency status – certified copy of visa, passport, birth certificate or citizenship papers etc.
Question 5 Scholarship Selection	Please select the scholarship/s you wish to apply for. You may apply for more than one award. Some awards require the applicant to submit a research proposal. Advice about writing a proposal is on the university website: http://www.westernsydney.edu.au/graduate_research_school/grs/scholarships/how_to_apply PLEASE TAKE CAREFUL NOTE OF THE CLOSING DATE FOR EACH AWARD
Question 6	Include ALL ATTEMPTED tertiary level courses. It is important to indicate at ‘Course Type’ whether the degree was conducted by coursework or independent research. If the coursework program contained a research component, please estimate what proportion (%) of the whole degree the project/s represented.
<i>Specified Attachment</i>	Students whose courses were all completed overseas must attach evidence that the language of instruction was English, or attach an English Language Test Result.
<i>Required attachment</i>	All applicants must attach certified copies (see Section A) of Testamurs (certificates of graduation) AND academic transcripts for all courses showing subjects undertaken and marks obtained. Transcripts must be submitted for all attempted courses, regardless of whether the course was completed.
Question 7	Prior to submitting your application, you are advised to contact the nominated academic to discuss the project and receive advice about a research proposal.
Question 8	Include any additional research experience, summer research projects, research outcomes such as publications, exhibitions, performances or conference presentations and any relevant work experience.
<i>Specified Attachment</i>	You may include a resume or attach extra sheets as necessary. List publications in full, including bibliographic details – clearly show where and when published (including page numbers), authors, ISSN/ISBN numbers. Any conference presentations listed should include details of the name and location/date of the conference and if the paper was published in proceedings. You may be asked to forward full copies of publications later, but should not include them with your application.
Question 9	Australian Government awards include Australian Postgraduate Awards, Australian Postgraduate Awards (Industry) and International Postgraduate Research Scholarships.
Question 10	You should choose referees who are familiar with your recent academic work or research. You should complete this section accurately as Western Sydney University reserves the right to approach the referees personally if required.
Question 11	International Students must complete this section in its entirety.

Application for Admission & Scholarship 2015
Higher Degree Research
Graduate Research School
Locked Bag 1797, Penrith NSW 2751
SECTION C – APPLICATION FORM
TYPE OR PRINT ALL ANSWERS CLEARLY
1. Personal Details
Western Sydney University
Student ID (if applicable)

Title

Family Name *(as stated on your passport)*

First Name(s) *(as stated on your passport)*

Preferred Name

Gender

Date of Birth

 Male Female

 DD / MM / YYYY

Postal Address

Unit no.	Street no.	Street name	State	Post code
Suburb				
Country				

Residential Address *(If different from above. Note: post office box numbers are not acceptable)*

Unit no.	Street no.	Street name	State	Post code
Suburb				
Country				

Home Phone Number

Work phone number

Mobile phone number

Email address *(must be provided)*

2. Course and Enrolment Selection Details
 I am a **domestic applicant** and I wish to apply for:

 A scholarship and admission to:

 the Doctoral program

 the Master of Philosophy program

OR
 I am currently enrolled in a research program at Western Sydney University and wish to apply for a scholarship only.

 I am an **international applicant** and I wish to apply for:

 A scholarship and admission to:

 the Doctoral program

 the Master of Philosophy program

OR
 I am currently enrolled in a research degree at Western Sydney University and wish to apply for a scholarship only.

3. Citizenship and Australian Residency Status
 I am an international student

*If yes, you must attach a **certified** copy of your Passport*
 I am of Aboriginal or Torres Strait Islander Descent

 I am an Australian or New Zealand Citizen

*If yes, you must attach a **certified** copy of your Birth/Citizenship Certificate or Passport*
 I am an Australian Permanent Resident

*If yes, you must attach a **certified** copy of your Permanent Residency Visa*

Date you arrived in Australia

DD / MM / YYYY

Date Permanent Resident status granted

DD / MM / YYYY

Type of Visa

4. ENGLISH LANGUAGE PROFICIENCY

If your first language is not English or you have completed all previous studies in a language other than English, the University requires you to demonstrate a satisfactory command of the English language.

Is English your first language? Yes No, my first language is

Please indicate which of the following applies to you:

I have been studying in Australia or in a country where English is an official language. If you are, or have been, studying in Australia, Western Sydney University will consider studies undertaken within the past two years in assessing English language proficiency. Please tick the qualification you have completed or are currently studying.

Senior secondary or year 12 qualification (e.g. HSC)

University Pathway Program (e.g. **Western Sydney University College**)

Tertiary Study in Australia (e.g. Bachelor or Diploma studies)

Secondary or tertiary study in a country where English is an official language

Other:

Name of course:					
Name of Institution:					
Country:					
Duration:		Start Date:	DD / MM / YYYY	Completion Date:	DD / MM / YYYY

*Please note: for visa application purposes, the Australian Government may require proof of English proficiency and may only accept certain types of English proficiency tests. For more information please refer to <http://immi.gov.au/students>.

I have completed/I intend to sit an English language proficiency test (IELTS/TOEFL). You must submit a certified copy of your IELTS or TOEFL results. Your English language proficiency test must be no more than two years old at the time of commencement of the course at Western Sydney University.

Date of IELTS/TOEFL test sat or to be taken:

Result (if known):

IELTS Overall score		Reading:		Listening:		Writing		Speaking	
TOEFL Overall score		TWE (Test of Written English) Score							

5. Scholarship Selection Details

✓	Scholarship Type and Project	Closing Date	Inclusions/Documentary Requirements	
☐ 023	School of Science and Health Warwick J. Rule Scholarship <i>*One page research proposal aligned with project aims.</i> <i>* A statement addressing the selection criteria.</i>	Applications will be considered until position is filled.	Open to domestic students	Yes
			Open to International applicants	No
			Research proposal required *	Yes
			University OSHC single policy contribution	N/A
☐ 040	Western Sydney University/ University of Aberdeen Research Scholarship Phosphorous Limitation of Ecosystem Carbon Sequestration	12 February 2016	Open to domestic students	Yes
			Open to International applicants	Yes
			Research proposal required *	No
			University OSHC single policy contribution	Yes
☐ 004	School of Computing, Engineering and Mathematics: ARC Discovery Research Scholarship Capturing crystalline plate surface stresses for applications of minute bimorphs as micro- and nano-sensors/actuators	31 March 2016	Open to domestic students	Yes
			Open to International applicants	Yes
			Research proposal required *	No
			University OSHC single policy contribution	Yes
☐ 005	Hawkesbury Institute for the Environment: ARC Discovery Research Scholarship Mechanisms by which Nitrogen availability for plants changes under elevated CO ₂ <i>*One page document stating how your research interests and background align with project's aim.</i>	29 April 2016	Open to domestic students	Yes
			Open to International applicants	Yes
			Research proposal required *	No
			University OSHC single policy contribution	Yes
☐ 010	GWS Giants & Western Sydney University GWS Giants PhD Scholarship	23 February 2016	Open to domestic students	Yes
			Open to International applicants	No
			Research proposal required *	No
			University OSHC single policy contribution	No

6. Academic Qualifications

Give details of all degrees completed, attempted but not completed, or for which you are currently enrolled. You must attach a **certified** copy of your academic records. Evidence provided must indicate the current status of the degree: in progress, completed, awarded and your results for each subject/unit.

Applicants whose courses were all completed overseas must attach evidence that the language of instruction was English, or attach an English Language Test Result (IELTS or TOEFL)

UNDERGRADUATE – include present enrolment				
Course Title	Institution	Years of study	Part-time or full-time	Completed
				Y / N
				Y / N
				Y / N

It is important to indicate at Course Type below whether you conducted independent research projects during your postgraduate studies, and what proportion (%) of the whole degree the projects represented.

POSTGRADUATE – include present enrolment					
Course Title	Course Type (e.g. research, coursework)	Institution	Years of study	Part-time or full-time	Completed
					Y / N
					Y / N
					Y / N

Were any of these courses completed or attempted outside of Australia? Yes No

Course: Language of Instruction:

Did any of the courses listed above contain a research component? Yes No

Course: Word Length: Title:

7. Proposed Research

If any of the courses listed above (undergraduate or postgraduate) were not completed, please list your reasons for not completing. If you wish to transfer from another institution to Western Sydney University, please list your reasons for wishing to transfer.

Course Title	Reasons for not completing / wishing to transfer

Currently enrolled candidates:

Supervisor Name: Project Title:

*Please attach a timeline for completion and details of your progress

Proposed candidates: You are strongly advised to contact the nominated academic to discuss the project before applying. Please refer to the Project Information flyer for the contact details of the nominated academic.

Who have you contacted to discuss the project?

1. _____
2. _____
3. _____

8. Additional Supporting Information

Are you able to provide additional information to support your application?

- Have you attached details of research experience additional to courses at Question 6? Yes No
- Have you attached details of publications and/or other research output? Yes No
- Have you attached other supporting documentation? eg CV or resume Yes No

9. Previous Scholarship Support

Have you previously received an Australian Government award? Yes No

Name of Award:

Year Awarded:

Tenure of Award:

Years

Months

Awarded by which institution/agency?

Have you been awarded a scholarship to undertake your proposed studies? Yes No

Name of Award

Tenure of Award

Years

Months

Awarded by which institution/agency?

Does this Award provide a stipend or living allowance?

No Yes

\$

AUD per annum

Does this Award provide for tuition fees?

No Yes

\$

AUD per annum

10. Academic Referees

Please provide the contact details of two academic referees who are familiar with your recent academic work.

REFEREE 1

Position Held:

Name

Postal Address

Daytime Telephone

Email

REFEREE 2

Position Held:

Name

Postal Address

Daytime Telephone

Email

11. FOR INTERNATIONAL STUDENTS ONLY

Country of Birth: Country of Permanent Residence:

Country of Citizenship (as stated on passport) Passport No.

Have you ever had a visa or visa application revoked, cancelled or refused for Australia or any other country?

No Yes If yes, please provide date, details and copies of documents.

Please indicate the location of visa submission: City Country

Application address details in home country (this is your permanent address in your home country)

Street Address:
 City: Country:
 Postcode: Telephone: Mobile:

Are you currently in Australia?

No Yes If yes, please state your visa type and expiry date (attach a certified copy of your visa)

Student visa Temporary visa subclass:

Visa expiry date

DD / MM / YYYY

Have you been excluded from an Australian University in the past two years?

No Yes If yes, please provide date, details and copies of documents.

Do you have any relatives (including a spouse, parents or children) currently living in Australia?

No Yes If yes, are they Australian citizens or permanent residents?

Have you read and understood the financial requirements to cover yourself and any family members travelling with you for the duration of your stay in Australia for living costs, tuition costs and school costs for any school-aged children?

No Yes

Financial costs (living costs, tuition costs and school costs) – www.westernsydney.edu.au/international/fees

Do you have access to funds to cover your tuition costs, you and your family's accommodation and other living costs, schooling costs for any school-aged children and travel costs to and from Australia?

No Yes If yes, please choose the source of funding:

Parents Other relative(s) in home country Bank loan Employers Relatives in Australia Potential Scholarship

Other (please specify)

Representative's Contact Details (if applicable)

Representative's name:

Agent's Branch of submission:

Email: Country:

i If you apply through a representative, you should ensure that your representative is registered with Western Sydney University to avoid delays in your application. For details of representatives in your country, go to www.westernsydney.edu.au/international/representatives_worldwide

Representative Stamp

Is your application complete?

We do not undertake to inform you of missing or incorrect documentation. Please use the checklist below to ensure that your application is complete.

CHECKLIST

Have you completed all relevant sections of the form? Yes No

Have you provided your email and phone number on the front of this application? Yes No

REQUIRED ATTACHMENTS:

Certified copy of residency/citizenship status (Q3) Yes No

Certified copy of ALL tertiary graduation certificates (Q6) Yes No

Certified copy of ALL academic transcripts (Q6) Yes No

OTHER ATTACHMENTS:

Certified proof of English language eligibility (Q6) Yes No

Extra supporting information re-experience and publications etc. (Q8) Yes No

Have you signed the Declaration? Yes No

HOW DID YOU HEAR ABOUT THE WESTERN SYDNEY UNIVERSITY?

Agent

Education Institution

Family/Friend

Australian Embassy/High Commission

Advertisement

Education exhibition/interview program

Other, please specify:

DECLARATION AND SIGNATURE

1. I declare that I have read the instructions at the beginning of this form as well as the appendices, and declare that all the information submitted is true and complete.
2. I authorise the Western Sydney University to obtain available official records from any educational institution previously attended by me.
3. I understand that the Western Sydney University is not responsible if any institution does not provide these records.
4. I authorise the Western Sydney University to verify any information provided by me, including academic records and employment details.
5. I clearly understand and accept that enrolment in the Western Sydney University will require compliance with the provisions established by the Australian Government for fee-paying overseas students, which include the following:
 - 5a Temporary entry to Australia, if granted, will be for study purposes only.
 - 5b To be accepted to study at the Western Sydney University, I must have at least the minimum academic and English language requirements for the course.
 - 5c I will be permitted to continue my study in Australia only if I make satisfactory progress in my course.
 - 5d I will undertake to inform the Western Sydney University of my Australian residential address and telephone number at enrolment. I will advise the University of any changes to these details while enrolled at the University of Western Sydney.
 - 5e I am to return home on the completion of my study or at the expiration of my temporary entry permit, and I understand that temporary entry as a student confers no right of permanent residence in Australia at a later date.
6. I undertake to pay the prescribed tuition fee for which I am liable, and am aware that failure to pay the charge when it becomes due means that I will not be permitted further temporary stay in Australia to pursue the studies which attracted the charge.
7. I understand that I will be required to pay compulsory school fees for any children accompanying me to Australia who are aged between 6 and 15 years.
8. I understand that the Western Sydney University may reject my application or revoke any offer of admission if it finds any information provided in relation to my application to be incomplete, inaccurate or misleading.
9. In providing my personal information to the Western Sydney University, I understand that, other than as authorised by law, the Western Sydney University will only use this information for the purposes for which it is being collected in accordance with the University's functions and activities associated with my enrolment. In some instances, the Western Sydney University may need to disclose information to external agencies such as UAC, DI&S, DIBP, Centrelink, other Government agencies, an affiliated entity of the Western Sydney University, or to third parties for the purposes of recovering unpaid University fees or other debts owed to the Western Sydney University, and I consent to such disclosure. I also understand that all information will be collected, stored, accessed and disseminated or destroyed in accordance with privacy, records management and other relevant laws, and the University's policies.
10. I agree to abide by the Western Sydney University Act, the Western Sydney University By-Law and the Rules and Policies of the Western Sydney University, as amended from time to time. I also agree that it is my responsibility to ensure that I review the By-Law, Rules and Policies of the Western Sydney University during my period of study as the most current rules are applied and may differ from the time of my initial enrolment. I understand I have access to these documents through the Western Sydney University website.
11. I agree to abide by the Institution's Conditions of Award as amended from time to time.
12. FEES – For information regarding Fees, please refer to our website at www.westernsydney.edu.au/international/course_fees
13. REFUND POLICY – For information regarding the Refund Policy, please refer to our website at www.westernsydney.edu.au/international/feepol

I have read and understood the above conditions and accept them fully.

Signature of Applicant
(not agent)

Name of Applicant

Date

I grant Western Sydney University/**Western Sydney University** College permission to provide my parent(s), and agent(s) or guardian(s), if requested, with any information pertaining to my application to study, ongoing academic progress, results and attendance.

No Yes