

# Application to study at JCU

## PERSONAL DETAILS

Have you previously applied to or studied at JCU? <input type="radio"/> No <input type="radio"/> Yes		Student ID (if known):
Family Name:	Title:	
Given Names:	Gender <input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Other	
Have you been known by any other name/s (if so state here)?:		
Date of Birth (dd/mm/yy ž ž):	Email:	
Permanent Home Address:		
Mailing Address (if different from above):		
Home Phone Number:	Mobile Phone Number:	
Emergency Contact Name:	Relationship to you:	
Emergency home phone number:	Emergency work phone number:	
If you are currently studying at JCU do you intend to continue your current course at the same time as this new course? <input type="radio"/> Yes <input type="radio"/> No		
Are you applying for cross institutional study? <input type="radio"/> Yes <input type="radio"/> No If yes, complete and attach the <a href="#">Home Institution Approval for Cross Institutional Study at JCU form</a>		

## WHAT ARE YOU APPLYING FOR?

Course:	
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## WHERE DO YOU WANT TO STUDY?

Brisbane  Cairns  Mackay  Mount Isa  Thursday Island  Townsville

## WHEN DO YOU WANT TO START?

Year	<input type="radio"/> Teaching Period 1 <input type="radio"/> Teaching Period 2
	Brisbane only <input type="radio"/> Trimester 1 (February) <input type="radio"/> Trimester 2 (May) <input type="radio"/> Trimester 3 (September)

## HOW DO YOU INTEND TO STUDY?

Full time  Part time <sup>1</sup>

## FEE TYPE

Commonwealth Supported  Tuition Fee Paying

**CITIZENSHIP / RESIDENCY**

Country of Citizenship:	Country of Birth:
Do you hold a current Australian Visa?:      Yes (If yes, please provide a copy)      No	
If you were born overseas, what was your first year of arrival?:	
Do you identify as Aboriginal, Torres Strait Islander, Aboriginal and Torres Strait Islander?:	
Yes                  No                  Declining to answer If yes, please select ONE only:      Aboriginal                  Torres Strait Islander                  Aboriginal & Torres Strait Islander	
Main language spoken at home:	

**EDUCATIONAL QUALIFICATIONS**

Did you complete Year 12?      No	Yes, what year did you complete Year 12?:
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Provide details of any courses that you currently or have previously been enrolled in (including trade certificates, certificates, tertiary preparatory courses and tertiary level courses).

Name/Level of Course (eg. Cert III in Business)	Name of Institution	Years attended		Did you complete the course?
		From	To	
				<input type="radio"/> Yes <input type="radio"/> No
				<input type="radio"/> Yes <input type="radio"/> No
				<input type="radio"/> Yes <input type="radio"/> No
				<input type="radio"/> Yes <input type="radio"/> No

**EMPLOYMENT EXPERIENCE**

Position / Job Title	Key Duties undertaken	Duration of Employment

**EDUCATION LEVEL OF PARENTS/GUARDIANS**

This information is required by the Australian Government for statistical purposes. It will not be used in the assessment of your application.

Parent/Guardian 1		Parent/Guardian 2		What is the highest level of education completed by the person who were your parents/guardians during school years:
Male	Female	Other	Female	
<input type="checkbox"/>			<input type="checkbox"/>	Postgraduate Qualification (e.g. Graduate diploma, Masters)
<input type="checkbox"/>			<input type="checkbox"/>	Bachelor degree
<input type="checkbox"/>			<input type="checkbox"/>	Other post-school qualification (e.g. Advanced Certificate, Certificate of Applied Learning, Certificate of Tertiary Education)
<input type="checkbox"/>			<input type="checkbox"/>	
<input type="checkbox"/>			<input type="checkbox"/>	
<input type="checkbox"/>			<input type="checkbox"/>	
<input type="checkbox"/>			<input type="checkbox"/>	

## ATTACHMENTS

Where possible, include the following with your application:

- F Academic transcripts
- F Certificates/awards
- F [Additional Supporting Documentation](#) (eg. resume, employment letter, referee report)
- F Marriage Certificate/Deed Poll/Change of Name Certificate (if your name is different from that on your qualifications have previously studied at JCU under a different name)
- F Australian Visa (if you are the holder of an Australian Visa)
- F Proof of citizenship (if you are an Australian citizen but were born overseas)
- F [Enhanced Study for Secondary School Students form](#) if you intend to study at JCU while also completing Year 11/12
- F [Home Institution Approval for Cross Institutional Study at JCU form](#) (if you are applying for cross institutional study)
- F [Application for Advanced Standing](#) if you intend to apply for credit for previous studies

**You will need to provide an official translation for any documents in a language other than English.  
You may be required to provide certified copies.**

## DECLARATION

### 1. Qualification Search & Information Verification

- 1.1 I authorise James Cook University to obtain further information with respect to my application and, if necessary, seek academic information or transcripts from Australian or overseas educational institutions. Where necessary QualSearch will be engaged to access this academic information. I understand that James Cook University is not responsible if any educational body / institution does not supply these records. I understand that the results of the search will be on request and that an audit of this authority may also be undertaken.
- 1.2 I authorise James Cook University to contact the referees named in my application to seek additional information or clarification. I acknowledge that James Cook University may seek to verify any publications listed in which I am named as an author by contacting the publisher, editor or co-authors and management staff from the Educational Institution where any research projects, theses or dissertations referred to in this application were obtained.

### 2. Informed Consent

2.1 I understand that:

- a) James Cook University is collecting the information which I have provided in this form for the purpose of assessing my entitlement to Commonwealth funding under the Higher Education Support Act 2003 or the Research Training Scheme and allocation of a Commonwealth Higher Education Student Support Scheme (CHESSN) to me
- b) James Cook University will disclose the information I have provided in this form to the Department of Education and Training for those purposes
- c) Department of Education and Training will store the information securely in the Higher Education Information Management System
- d) Department of Education and Training may disclose the information to the Australian Taxation Office (ATO), and
- e) James Cook University and Department of Education and Training will not otherwise disclose the information without my consent unless required by law.

### 3. Privacy

- 3.1 James Cook University complies with the Information Privacy Act 2009. The information contained in this form is collected for admission and administrative purposes. The information will be held by James Cook University and may be accessed and used by people employed by the University. Personal information will not be passed on to any other external bodies, other than as outlined above, without my authorisation unless required or authorised by law, or otherwise permitted by the Information Privacy Principles. The provision of this information is voluntary, but if this information is not provided, the University may be unable to consider my application or provide services to me. I have a right of access to, and correction of my personal information, subject to any exceptions in relevant law.