

05

Educational history - undergraduate degree and other postgraduate studies

Enter details of post-secondary study. Full certified documentary evidence is required, or your application will not be processed.

Post secondary studies – Provide details of undergraduate degree studies, and any relevant postgraduate degree studies

| Course name (eg. Bachelor of ...) | Majors / specialisations completed | Institution name | State / Country | Years enrolled e.g. 99 - 03 | Completed Yes or No (If No, %) | Previous Student ID number | Are documents attached? |
|------------------------------------|------------------------------------|------------------|-----------------|-----------------------------|--------------------------------|----------------------------|-------------------------|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Are you applying for credit for previous postgraduate studies? Yes No

If Yes, please supply certified copies of transcript results, including grading scales and handbook entries with subject outlines of your completed units.

06

Employment Status

The following information will be reported to the Institute of Chartered Accountants in Australia and used for planning purposes only. Provision of this information is optional.

Are you currently employed in an accounting-related position? Yes No Prefer not to answer

If yes, what is the status of your employment? Full-time Part-time Casual

If yes, what is the name and location of your employer?

Company name: _____ State: _____

07

2009 Fee sponsorship authorisation for courses offered in conjunction with professional organisations

Please complete this section only if your employer has agreed to accept liability for tuition fees associated with your enrolment in 2009.

Student details

| | |
|-----------------|-------------|
| FAMILY NAME | GIVEN NAMES |
| NAME OF COMPANY | |

Sponsor company authorisation

I confirm that all fees relating to this students' enrolment at Deakin University in 2009 will be invoiced to this company, as the employer.

| | |
|---------------------------------|-----|
| NAME OF AUTHORISING PERSON | |
| TITLE | |
| PHONE | FAX |
| NAME OF COMPANY | |
| BILLING ADDRESS | |
| SIGNATURE OF AUTHORISING PERSON | |
| DATE | |

08**Release of Information - Student Consent**

Information regarding Privacy at Deakin can be viewed at www.theguide.deakin.edu.au

I agree that Deakin University may release information on my enrolment, academic progress, and results to the Institute of Chartered Accountants in Australia and/or where applicable, to my employer, who is supporting this program.

STUDENT SIGNATURE

DATE

09**Final checklist**

Use this checklist to ensure that you have completed ALL the steps necessary for your application.

- Tick if you have completed ALL relevant sections of this application form and enclosed all required documentation
- Tick if you have supplied details of referees (if applicable)
- Tick if you have signed the Declaration

10**Declaration**

- I declare that to the best of my knowledge the information supplied in this application and the documentation supporting it are correct and complete.
- Where records of prior study have been provided in support of my application, I authorise Deakin University to conduct a search and retrieval of my academic record from my previous institution/s to verify the information contained in my application.
- I acknowledge that the provision of incorrect information or documentation relating to my application may result in withdrawal of any offer of a place and that such withdrawal may take effect at any stage of the course, at the discretion of Deakin University.
- I agree to abide by the Statutes, Rules and Regulations of the University.
- I consent to such of my personal identifying data being provided to Department of Education, Science and Training (DEST) as is necessary for allocation of a CHESSN (Commonwealth Higher Education Student Support Number), and my SLE (Student Learning Entitlement).
- Should I elect to enrol in a program offered by the University in conjunction with a professional organisation, I consent to the University notifying any such professional organisation of this enrolment.

Please return your completion application via your firm, or directly to:

Faculty of Business and Law
 Postgraduate Student Administration
 Deakin University
 Pigdons Road
 Geelong Victoria 3217
 Tel 03 5227 2107

Signature

Date

Please refer to the information on the following pages for relevant application closing dates

Statistics

- Your application or enrolment cannot be completed without these statistics.
- These statistics are required by the Australian Commonwealth Department of Education, Science and Training pursuant to Subdivision 19E of the Higher Education Support Act 2003. The statistics are provided to DEST in a collated form and do not identify individual students.

Personal statistics details

01 Are you of Aboriginal or Torres Strait Islander descent? (Select one only)

- No
 Yes–Aboriginal
 Yes–Torres Strait Islander
 Yes–Aboriginal and Torres Strait Islander

02 What is your citizenship status during this year? (Select one only)

- Australian Citizen
 New Zealand Citizen (see **03**)
 Permanent Humanitarian Visa Holder (proof required—see **03**)
 Permanent Visa Holder (not Humanitarian—see **03**)
 Temporary Entry Permit Holder
 Other status

03 If you are a student who is a New Zealand Citizen, has Permanent Residence status, or is the holder of a Permanent Humanitarian Visa, select a statement that best describes your circumstance below.

- You are residing inside Australia for the Semester or outside Australia as a requirement of the course.
 You are residing outside Australia for the Semester but not because of a requirement of the course.

04 In what country is your permanent home address?

- Australia Postcode
 Other country Name

05 In what country is your residence during the year?

- Australia Postcode
 Other country Name

06 In what country were you born?

- Australia
 Other country Name
 Year of arrival in Australia

07 Do you speak a language other than English at your permanent home residence?

- Yes No Language

Educational details

08 If you are an Australian school leaver, what was your home postcode in your last year of Secondary School?

09 What is your highest educational attainment prior to commencement? (Select one only)

- Postgraduate course
 Bachelor Degree course
 Higher Education Sub-degree course
 Incomplete Higher Education course
 TAFE award course
 Final year of secondary education at school or TAFE
 Other qualification or certificate of attainment or competence
 No prior educational attainment

What was your last year of enrolment in the course which is your highest level of attainment?

10 If you have undertaken prior undergraduate studies please provide the name of the institution at which you studied?

Accessibility requirements

11 Do you have a disability, impairment or long-term medical condition which may affect your studies?

- Yes No

12 If 'Yes' to '11', please indicate the area(s) of impairment?

- Hearing Learning
 Mobility Vision
 Medical Other

13 If 'Yes' to '11', would you like to receive advice on support services, equipment and facilities which may assist you?

- Yes No

I hereby declare that the information provided is correct and complete

Signature

Date / /

Fees and charges at Deakin University

Tuition Fee-Paying (Full-Fee) Students

A Tuition Fee-Paying place is one for which the university does not receive any government funding. As such, students enrolled in these places are required to contribute the full cost of their course. Since the introduction of the Higher Education Loan Programme (FEE-HELP) in 2005, students may be eligible to defer repayments through the Australian taxation system. You will start making repayments once your salary reaches the minimum threshold of \$36,184 (2005-2006 financial year).

Depending on the course, an Australian fee-paying undergraduate at Deakin University can expect to pay between \$12,000 and \$24,000 per year. For further information regarding undergraduate fees please refer to the fees website www.deakin.edu.au/fees.

Postgraduate courses

As Australia's leading provider of flexible professional education, Deakin University offers postgraduate study programs that you really can fit around work and lifestyle demands. Most postgraduate coursework programs are offered on a full-fee paying basis, however some specific courses are offered on a Commonwealth Supported basis particularly in the areas of Education and Health.

Due to the recent Federal Government changes to Higher Education, from 2005 postgraduate fees are charged on a per unit basis rather than by fee rate per course. For information regarding unit based fees please visit the fees website at www.deakin.edu.au/fees which shows the postgraduate tuition fee amounts per credit point for each of the various disciplines available at Deakin.

FEE-HELP is a loan program that assists eligible fee-paying students to pay their tuition fees at university. This loan program replaces the Postgraduate Education Loan Scheme (PELS) and is available to postgraduate fee-paying students. For further information please see the fees website.

Certified photocopies for supporting documentation

To ensure that your application can be considered in full, please return the necessary documentation at the same time as your application form.

- Do not send originals as they will not be returned.
- Photocopies must be legible; this applies to all aspects of the document, including the name and address of the awarding institution.
- If the document is in a language other than English, a certified copy of the original must be provided together with a certified translation.

| |
|--|
| Certified true copy. Original sighted by me on /... /.... |
| Signed |
| Signatory's authority |

An example of the wording to be used on photocopies is as follows:

The following people are acceptable as signatories for certification of documents.

- Accountant
- Alderman & Councillors of Municipal or Shire Councils
- Bailiff
- Barrister
- Clerk of Courts
- Clerk of Petty Sessions
- Dentist
- Judges Associate
- Justice of the Peace
- Medical Practitioner
- Members and former members of State or Federal Parliament
- Member of the Police Force

- Minister of Religion designated as authorised Marriage Celebrant
- Permanent Commissioned Officers of the Regular Defence Forces
- Pharmacist
- Principal in the teaching service
- Registered Chartered Accountant
- Registered Patent Attorney
- Secretary of a Building Society
- Sheriff
- Shire Secretary, Municipal or Shire Councillor
- Solicitor
- Stipendiary Magistrate
- Town Clerk/City Manager
- Veterinary Surgeon

Privacy statement

The Institute of Chartered Accountants in Australia and Deakin University are committed to protecting the privacy and security of personal information provided by you to us. The information you provide us in this Application Form will be used by:

- Deakin University to enrol you in the Graduate Certificate of Chartered Accounting Foundations program, to manage your academic progress, to communicate with you, and to make available to you its support services. It may also use your personal information to assist in quality assurance, marketing and planning.
- Deakin University discloses personal information where obligated to do so to meet its legal responsibilities and reporting obligations to government. It will disclose relevant information to the institute as part of the Deakin and the Institute program. It may also disclose personal information to contractors and service providers engaged by the University to assist in carrying out the University's functions and activities.

You have the right to access your personal information held by The Institute of Chartered Accountants in Australia and Deakin University which relates to you and to correct such information which is inaccurate. All matters relating to access and correction should be directed to The Institute of Chartered Accountants in Australia or The Privacy Officer, Deakin University.

For more information on The Institute of Chartered Accountants in Australia's Privacy Policy, visit <www.icaa.org.au>.

For more information on Deakin University's Privacy Policy visit <<http://theguide.deakin.edu.au>>.

What's next?

1. Complete all relevant sections of the application form and submit any relevant documentation along with your application by the closing dates below. The return address is listed on the application form. Please ensure that you fill in the statistics section on the back of the application form correctly as these are required for allocation of a CHESSN (if applicable for access to FEE-HELP).
2. The University will send you a letter to advise you on the outcome of your application.
3. If you are successful, this letter will include information on how to finalise your enrolment.