

HIGHER DEGREE RESEARCH APPLICATION

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- Read through the **Application Instructions** carefully **before** completing this form, especially items **marked ***. Delays will occur in the processing of this application if the application is incomplete.
- This form is intended for domestic and international applicants.
- Use this form to apply for both higher degree research candidature and for research scholarships.
- Applications will be assessed based on the information provided.
- Please print clearly in BLOCK LETTERS using a blue or black pen.
- You must submit your application as follows:
 1. Application form **with** original or certified supporting documents AND
 2. A photocopy of the Application form **and** of all supporting documents.
 3. Submit both sets, 1 and 2 above, at the same time.



APPLICATION

I wish to apply for: CANDIDATURE
 SCHOLARSHIP

I wish to apply as: DOMESTIC Applicant
 INTERNATIONAL Applicant

Please indicate which scholarship(s) you are applying for (e.g. APA, MQRS): _____

Previous enrolment: Have you previously enrolled at, or applied to this University? YES NO
 If YES • please provide your Macquarie student number (if known):

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• if you are currently enrolled, indicate your program: _____

SECTION A PERSONAL DETAILS* (refer to Application Instructions)

Title Mr Ms Mrs Miss Other _____

Family Name _____

First Name(s) _____

Preferred First Name(s) _____

Date of Birth ____/____/____ dd/mm/yy Gender Male Female

Home Phone (____) _____ Work Phone (____) _____

Mobile _____ Fax (____) _____

Email _____

Mailing Address

Country _____ Postcode _____

Permanent Address (i.e. home/residential address if different from above)

Country _____ Postcode _____

SECTION B CITIZENSHIP/RESIDENTIAL STATUS (refer to Application Instructions)

- Are you an Australian Citizen? YES NO
 If NO, please state your country of Citizenship: _____
- Are you a New Zealand Citizen? YES NO
- Are you of Aboriginal or Torres Strait Islander origin? YES, Aboriginal
 YES, Torres Strait Islander
 NO
Persons of both Aboriginal and Torres Strait Islander origin, please mark both YES boxes.
- Are you an Australian Permanent Resident (Permanent Visa)? YES NO
 If YES, date Permanent Residency granted: ____/____/____ dd/mm/yy
- Are you the holder of a Permanent Humanitarian Visa? YES NO
 If YES, date Permanent Humanitarian Visa granted: ____/____/____ dd/mm/yy
- If born outside Australia, name your country of birth: _____
 If Australia was not your country of birth, please state the date when you originally arrived: ____/____/____ dd/mm/yy
- Where will you be residing during your candidature at Macquarie? Within Australia Outside Australia

OFFICE USE ONLY

<input type="checkbox"/> International <input type="checkbox"/> Domestic	<input type="checkbox"/> F/T <input type="checkbox"/> P/T	<input type="checkbox"/> Internal <input type="checkbox"/> External	Notes	RTS/OOT/INTL	<input type="checkbox"/> H <input type="checkbox"/> L
Scholarship <input type="checkbox"/> APA <input type="checkbox"/> APAI <input type="checkbox"/> EIPRS <input type="checkbox"/> MQRES <input type="checkbox"/> Other			<input type="checkbox"/> Rule 2[8] <input type="checkbox"/> Rule 2[4]	PRIOR EFTSL	Min/Max

SECTION C PROPOSED STUDY (refer to Application Instructions)

Proposed Degree Name _____ (e.g. PhD in Electronics)
 Department or CORE Name _____
 Supervisor _____
 Thesis Topic _____

Attendance Mode Internal (residing in Australia)
 Internal (residing outside Australia)

Proposed Commencement Date
 _____ / _____ / _____ (dd/mm/yy)

Study Load Full-time Part-time*

*Scholarship applicants are required to make a case to be considered for part time candidature.

*Part-time research candidature requires an average annual time commitment of around 20 hours per week. Please attach an outline on how you intend to manage your proposed part-time candidature in relation to your other commitments.

Research Proposal Attached Yes No

Your application may be delayed if your research proposal is not included with your application.

SECTION D FOR SCHOLARSHIP APPLICANTS ONLY (refer to Application Instructions)

Scholarship(s) and Prize(s) History

Q1 Have you been offered, or are you receiving, a scholarship(s) to attend this University degree?

Yes No

If YES, please provide the following information:

Scholarship name _____

Name of institution or sponsor _____

Annual monetary value per annum A\$ _____

Scholarship Duration (dd/mm/yy): from ____/____/____ to ____/____/____

Program/Degree name _____

Q2 Have you **previously** received any university level scholarship(s)-not accounted for in Question 1 above?

Yes No If yes, please provide the following information:

Scholarship name _____

Name of institution or sponsor _____

Monetary value per annum A\$ _____

Scholarship duration (dd/mm/yy): from ____/____/____ to ____/____/____

Program/degree name _____

Q3 Have you **previously** received any university level academic prize(s)?

Yes No

If YES, please provide documentary evidence for the prize(s) not specifically stated in your academic transcript(s).

Q4 Are you a **current** Macquarie higher degree research candidate applying to upgrade to a PhD?

(Note that the period of your consumed candidature to date will be deducted from the maximum duration of your scholarship tenure.)

Yes No

SECTION E ENGLISH LANGUAGE PROFICIENCY (refer to Application Instructions)

Higher degree research applicants (domestic and international) whose academic qualifications were obtained from a country where English is not the official language are required to provide evidence of English language proficiency. Minimum language proficiency requirements will *not* be waived for any applicant seeking an entry to higher degree research program.

Have you completed a test of English Proficiency?

Yes Attach evidence of results (original or certified copy of results)

Name of English test undertaken: TOEFL IELTS

Date on which English test was completed ____/____/____

No Indicate which English test you intend to undertake: TOEFL IELTS

Indicate the date on which the English test is due to be undertaken ____/____/____

Note:

Some countries accept only IELTS tests for student visa applications. It is recommended that applicants contact their nearest Australian Embassy or High Commission in order to ascertain the English language requirements, including the type of test required, for obtaining a student visa.

Scholarship applicants requiring to demonstrate English language proficiency are expected to achieve higher scores – please refer to the Application Instructions for more details.

SECTION F **ACADEMIC STUDIES** (refer to Application Instructions)

Undergraduate Studies (include complete and incomplete qualifications and current enrolments)*

Degree/Diploma <small>(e.g. BSc(Hons))</small>	Level of Honours <small>(e.g. Class 2, Div 1)</small>	Institution <small>(e.g. Macquarie University)</small>	Years enrolled		Year graduated <small>(e.g. 2005)</small>
			from <small>(e.g. 2000)</small>	to <small>(e.g. 2004)</small>	

Postgraduate Studies (include complete and incomplete qualifications and current enrolments)*

Degree/Diploma <small>(e.g. MSc)</small>	Full-time/ Part-time <small>(e.g. P/T)</small>	Institution <small>(e.g. Macquarie University)</small>	Years enrolled		Year graduated <small>(e.g. 2003)</small>
			from <small>(e.g. 1998)</small>	to <small>(e.g. 2002)</small>	

Transferring*

Are you transferring your higher degree research candidature from another Australian university/institution?

No Yes If yes, please provide the following details:

Are you currently enrolled at that university? Yes No

Degree/Program undertaken _____

Name of university/institution _____

Student Number _____

Number of Equivalent Full Time Student Load (EFTSL) consumed to date _____

Incomplete Prior Research Studies

Have you commenced but not completed a higher degree research program(s) in Australia prior to this application?

No Yes If yes, please provide the following details:

Degree/Program undertaken _____

Name of university/institution(s) _____

Student Number(s) _____

Number of Equivalent Full Time Student Load (EFTSL) enrolled? _____

SECTION G **RELEVANT RESEARCH AND PROFESSIONAL EXPERIENCE** (refer to Application Instructions)

1. Do you have previous **relevant** research experience, including research positions held and/or professional experience that is relevant to your proposed area of research study?

Yes No

If YES, provide a clear statement titled "Section G Addendum" and attach it to your Application, describing briefly the details any relevant research or developmental work undertaken to date. This may also include items such as percentage of research component in your previous Masters coursework program and thesis length.

2. Has your work been published or accepted for publication in a **refereed** journal?

Yes No

If YES, provide evidence of claimed publications/exhibitions/research attainment. Journal/Publication name, publication volume, page numbers reference, date (or due to be) published, full author list (as listed in the journal/publication), title of article/publication. Any new acceptances received after the application submission can be emailed to HDRO: hdschol@mq.edu.au. Please attach a separate statement if necessary, titled "Section G Addendum".

SECTION H ACADEMIC REFEREES (refer to Application Instructions)

Applicants are required to provide details of two academic referees who can comment on the candidate's research potential, preferably a senior academic or workplace supervisor. Applicants are required to download the appropriate Referee Report form and ask their referee to send the completed Reports directly to the HDR Office as soon as possible. Applicants wishing to confirm that their Report was sent to the HDR Office **must contact their referee directly**. Referee Report forms can be downloaded from: www.research.mq.edu.au/students/new_students/application_forms.

Referee 1 Title _____ Name _____
 Work Address _____

 Occupation _____
 Work Email _____
 Contact No Tel (____) _____ Fax (____) _____

Referee 2 Title _____ Name _____
 Work Address _____

 Occupation _____
 Work Email _____
 Contact No Tel (____) _____ Fax (____) _____

SECTION I REQUIRED SUPPORTING DOCUMENTS (refer to Application Instructions)

Applicants are required to provide documentation in support of their application. Applications will only be considered if all relevant supporting documents are attached. Documentation submitted with this application must be certified as true copies of the original.

- Research proposal
- Domestic applicant - Documentary evidence of Australian citizenship or permanent residency
- International applicant - Personal details page of your passport and visa page
- Documentary evidence of research (eg. abstracts of thesis & publications, see instruction under Section G)
- Statement titled "Section G Addendum" describing briefly details of research and professional experience relevant to your proposed area of study
- Academic transcripts AND testamurs (evidence of graduation) of all tertiary qualifications, including incomplete degrees, except those obtained at Macquarie University

Plus where applicable:

- Official translation of any documents not in English language
- Documentary evidence of English language proficiency (see detailed instruction under Section E)
- Statement of consumed candidature (EFTSL) during prior higher degree research candidature from another Australian tertiary institution
- Documentary evidence of prior higher degree research candidature from another academic institution
- Evidence of prizes and or scholarships, where not printed on official transcripts

SECTION J DECLARATION

I declare that I have read the Application Instructions for the Higher Degree Research Application form and that the information supplied by me in this application is a true, accurate and complete.

I understand that the information collected on this form is to enable Macquarie 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 program to which I am applying.

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 Macquarie University to make enquiries to obtain official records from any university and tertiary educational institution concerning my current or previous attendance, which in its absolute discretion it believes are necessary.

I understand that giving false and misleading information is a serious offence under the Criminal Code (Commonwealth) and acknowledge that Macquarie University reserves the right to reverse any decision made about an application for candidature and/or scholarship if it is found that applicants have provided false or incomplete information.

Applicant Name _____ (please print)

Applicant Signature _____ Date ____ / ____ / ____ (dd/mm/yyyy)

WHERE TO SEND YOUR APPLICATION

AA Education Network
 26 Kooringa Avenue, Cleveland
 QLD 4163
 Telephone: +61 7 3488 2916
 Email: info@aa-education.com
 Web: www.aa-education.com

