



**Supplementary Information Form for the Graduate Diploma in Secondary
Education (HGES) for International Students**

SECTION A: Personal Details (All applicants to complete)

Title (Mr, Mrs, Ms): _____ Family Name: _____

Given Names: _____

Gender (M/F): _____ Date of Birth (dd/mm/yyyy): _____

Street Number and Name: _____

Suburb: _____ State: _____ Postcode: _____

Phone: _____ Mobile: _____ Fax: _____

Email: _____

SECTION B: Education History

Please indicate the highest level of secondary school undertaken and all post-secondary qualifications that you have completed or attempted (including: tertiary studies, trade certificates, short courses, etc), and attach a certified copy of your final results or results to date.

Year of study	Qualification	Institution	Major area of study	Completed Y/N

SECTION C: Employment History

Please list your employment experience (beginning with your most recent experience). Attach a separate sheet if the space below is insufficient.

Organisation	Position	Nature of organisation	Year from	Year to	Duration of employment	Full / part time	Paid / voluntary

SECTION D: Referees

Please list the name and contact details of two people (preferably with knowledge of your work and / or academic experience) who are able to comment on your aptitude for teaching, attached certified copies of their reference letters.

Name	Telephone	Email	Address	Association to you

SECTION E: Computer skills

Please indicate your level of computer skills in the table below, where:
0 = none, 1 = Basic, 2 = intermediate, 3 = advanced

Skill	Rating
Basic computer skills	
Navigating the internet	
Use of email	
Word processing skills	

SECTION F: Supplementary Questions

Please list two areas of specialisation from your Bachelors Degree or Post Graduate study (discipline study) you wish to study as your teaching methods (refer to the Victorian Institute of Teaching Specialist Area Guidelines available at: http://www.vit.vic.edu.au/content.asp?Document_ID=129). For example, English and Humanities or Mathematics and Science

The following teaching methods are available:

Single methods

- Business studies
- Creativity and the Arts in Education*
- English
- English as a second language
- Humanities
- Information Technology and Computing
- Languages other than English (LOTE)
- Mathematics
- Music
- Outdoor Education*
- Physical Education
- Psychology
- Science
- Student Welfare

Double Methods

- Mathematics
- Science
- Creativity and the Arts in Education*
- Music*

* These methods are only available at Sunbury Campus

