EXCHANGE APPLICATION FORM
FOR STUDENTS FROM A VICTORIA UNIVERSITY PARTNER INSTITUTION

1. PERSONAL DETAILS

TITLE: [ ] MR [ ] MISS [ ] MS [ ] MRS [ ] OTHER __________________________
GENDER: [ ] MALE [ ] FEMALE
FAMILY NAME (AS STATED IN PASSPORT):

MOBILE / CELL:
EMAIL 1:
EMAIL 2:

COUNTRY OF BIRTH: __________________________ DATE OF BIRTH: [ ]/[ ]/[ ]
COUNTRY OF CITIZENSHIP:
DO YOU HAVE A DISABILITY FOR WHICH ADDITIONAL ASSISTANCE IS REQUIRED? [ ] YES [ ] NO
(If yes, please attach a separate document outlining the disability)

2. ADDRESS FOR CORRESPONDENCE

NUMBER AND STREET:
SUBURB / TOWN: __________________________ STATE / PROVINCE: ______________
COUNTRY: __________________________ POSTCODE / ZIP CODE: ______________

3. CURRENT STUDIES IN YOUR HOME COUNTRY

INSTITUTION: __________________________ COUNTRY: __________________________
DEGREE PROGRAM: __________________________ MAJOR FIELD OF STUDY: ______________

4. DURATION OF PROGRAM

[ ] ONE SEMESTER [ ] TWO SEMESTERS

SEMESTER 1 (FEB - JUNE) SEMESTER 2 (JULY - NOVEMBER) YEAR

5. UNIT PREFERENCE

List your preferred units of study. Visit vu.edu.au/courses for information about degree programs. Visit vu.edu.au/units/search to search for information about individual units.

- Please check the prerequisites of nominated units.
- Unit codes and names must be written in full.
- Select at least 6 preferences to ensure you have enough available units while studying at VU.
- Select a maximum of 2 campuses.

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<thead>
<tr>
<th>PREFERENCES</th>
<th>UNIT NAME</th>
<th>UNIT CODE</th>
<th>CAMPUS</th>
<th>COMMENCING SEMESTER AND YEAR</th>
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<tr>
<td>Example:</td>
<td>International Marketing</td>
<td>BHO3373</td>
<td>City Flinders</td>
<td>Semester 1, 2015</td>
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<td>1st Preference</td>
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Are you planning on studying a Study Abroad Certificate? [ ] YES [ ] NO
If yes, what is the name of the certificate?
6. ENGLISH LANGUAGE PROFICIENCY

If English is not your current language of tuition then you must provide documentary evidence of your English language proficiency to meet Victoria University’s English language requirements.

- IS ENGLISH YOUR FIRST LANGUAGE? [ ] YES [ ] NO
- HAVE YOU SAT AN IELTS OR TOEFL TEST? [ ] YES [ ] NO (If yes, please attach)
- DO YOU HAVE OTHER DOCUMENTATION (E.G. DAAD, LETTER OF RECOMMENDATION) [ ] YES [ ] NO (If yes, please attach)
- WILL YOU STUDY ENGLISH AT VICTORIA UNIVERSITY PRIOR TO COMMENCING YOUR EXCHANGE? [ ] YES [ ] NO

7. DECLARATION

I ____________________________ (Applicant’s full name in BLOCK LETTERS)

• declare that the information and supporting documentation provided is true and complete. I acknowledge that Victoria University reserves the right at any stage to vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information;
• understand and accept that I must abide by all terms and conditions of my visa;
• am able to make appropriate arrangements to fund my studies;
• am fully responsible for my educational and living expenses (excluding tuition fees) while studying at Victoria University;
• agree to advise the University within seven days if any subsequent changes to my residential address;
• authorise Victoria University to obtain further relevant documentation if necessary;
• authorise the University to provide the Commonwealth, State agencies and approved Victoria University’s representatives information about my address and details of enrolment;
• understand that any school-aged dependants accompanying me to Australia will be required to pay full fees if they are enrolled in a school in Australia; and have read, understood and accept the above conditions.

PLEASE TICK HERE TO ACKNOWLEDGE THE DECLARATION: ____________________________ DATE: __________/ __________/ __________

8. APPLICATION CHECKLIST (INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED)

I have:

[ ] completed all sections of this application
[ ] acknowledged and dated the declaration
[ ] attached certified copies of academic transcripts and award certificates and, where appropriate, certified English translation of academic record
[ ] attached copies of English language test scores and other supporting English language documentation as requested
[ ] provided a copy of passport photo ID page.

PLEASE E-MAIL YOUR APPLICATION AND SUPPORTING DOCUMENTS TO THE RELEVANT INTERNATIONAL ADVISOR IN YOUR HOME INSTITUTION

9. ENDORSEMENT OF HOME INSTITUTION

EXCHANGE/INTERNATIONAL ADVISOR: (NAME)

I HAVE CHECKED THE STUDENT’S DOCUMENTS AND SUPPORT THEIR APPLICATION FOR EXCHANGE: ____________________________ DATE: __________/ __________/ __________

INSTRUCTIONS FOR HOME INSTITUTION

TO SUBMIT THIS FORM PLEASE EMAIL IT WITH SUPPORTING DOCUMENTS TO: EDUCATIONABROAD@VU.EDU.AU

(original documentation by post is not required from Victoria University partner institutions)