

# APPLY FOR RESEARCH (DOMESTIC STUDENTS ONLY)

You can use this form to apply for a research degree.

All applicants should note that you must fulfil the minimum entrance requirements for this application.

Please refer to [vu.edu.au/research/graduate-research-studies/apply-for-a-research-degree](http://vu.edu.au/research/graduate-research-studies/apply-for-a-research-degree) for more information. When you have completed this form, please email the form and all accompanying documentation to [Apply.Research@vu.edu.au](mailto:Apply.Research@vu.edu.au). Only applications submitted to this email will be accepted. Incomplete applications will not be processed.

PLEASE WRITE IN **BLOCK LETTERS** USING A BLACK OR BLUE PEN.

## SECTION A: PERSONAL INFORMATION

TITLE: \_\_\_\_\_

FAMILY NAME: \_\_\_\_\_

GIVEN NAME: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ GENDER:  MALE  FEMALE

### POSTAL ADDRESS

STREET NUMBER AND NAME: \_\_\_\_\_

SUBURB: \_\_\_\_\_ STATE: \_\_\_\_\_ POSTCODE: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

IF YOU HAVE PROVIDED A **PO BOX ADDRESS** AS YOUR POSTAL ADDRESS, PLEASE ALSO PROVIDE A RESIDENTIAL ADDRESS IN THE SPACE BELOW.

**IS YOUR POSTAL ADDRESS DIFFERENT FROM YOUR HOME ADDRESS OR SEMESTER ADDRESS?**  YES  NO

IF **YES**, PLEASE WRITE YOUR ADDRESS BELOW AND INDICATE WHETHER  HOME  SEMESTER ADDRESS

**ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

**SECTION B: COURSE DETAILS****I AM USING THIS FORM TO APPLY FOR A:** MASTER OF APPLIED RESEARCH MASTER OF RESEARCH MASTER OF RESEARCH PRACTICE DOCTOR OF PHILOSOPHY DOCTOR OF PHILOSOPHY (INTEGRATED)**HAVE YOU PREVIOUSLY HELD A RESEARCH TRAINING PROGRAM PLACE AT ANOTHER INSTITUTION?** YES  NOIf **YES**, please indicate:

INSTITUTION: \_\_\_\_\_

DEGREE TYPE: \_\_\_\_\_

YEARS OF STUDY: \_\_\_\_\_

If **YES**, please attach an [application for advanced candidature](#) and confirm enrolment dates at previous institution below:**INTO WHICH INSTITUTE WILL YOU BE ENROLLING?** INSTITUTE FOR SUSTAINABLE INDUSTRIES LIVABLE CITIES INSTITUTE FOR HEALTH AND SPORT

OTHER: \_\_\_\_\_

NAME OF POTENTIAL RESEARCH SUPERVISOR:

Please include email evidence that contact has been made with potential supervisor. If this evidence is not provided, your application will not be considered.

AREAS OF RESEARCH PRIORITY AND FIELD OF RESEARCH CODE:

You may nominate one code. If you don't provide this information, your application will not be considered ([vu.edu.au/study-at-vu/how-to-apply/graduate-research-applicants](http://vu.edu.au/study-at-vu/how-to-apply/graduate-research-applicants)).**WHAT IS YOUR PREFERRED MODE OF STUDY?** PART TIME FULL TIME

NUMBER OF HOURS PER WEEK YOU ARE AVAILABLE FOR STUDIES: \_\_\_\_\_

**HAVE YOU PREVIOUSLY APPLIED FOR A COURSE OR BEEN ENROLLED AT VICTORIA UNIVERSITY** YES  NOIF **YES**, COURSE NAME: \_\_\_\_\_

STUDENT ID: \_\_\_\_\_

**SECTION C: PERSON STATISTICS – ALL APPLICANTS MUST COMPLETE THIS SECTION****1. ARE YOU OF ABORIGINAL OR TORRES STRAIT ISLANDER ORIGIN?**

- 2  NEITHER ABORIGINAL NOR TORRES STRAIT ISLANDER
- 3  YES, ABORIGINAL
- 4  YES, TORRES STRAIT ISLANDER
- 5  YES, BOTH ABORIGINAL AND TORRES STRAIT ISLANDER

**2. WHAT IS YOUR CITIZENSHIP/RESIDENCE STATUS?**

If your current citizenship/residency status is not listed below, **DO NOT** complete this form.

Please contact Victoria University International on +613 9919 1164 or email [international@vu.edu.au](mailto:international@vu.edu.au)

- 1  AUSTRALIAN CITIZEN
- 2  NEW ZEALAND CITIZEN LIVING IN AUSTRALIA
- 3  PERMANENT RESIDENT (OTHER THAN HUMANITARIAN)  
**(COMPLETE Q3)**

DATE GRANTED: \_\_\_\_\_ EXPIRY DATE: \_\_\_\_\_

- 6  YES, BOTH ABORIGINAL AND TORRES STRAIT ISLANDER
- DATE GRANTED: \_\_\_\_\_ EXPIRY DATE: \_\_\_\_\_

- 7  TEMPORARY VISA HOLDER (TAFF ONLY)

- 8  PERMANENT HUMANITARIAN VISA HOLDER
- DATE GRANTED: \_\_\_\_\_ EXPIRY DATE: \_\_\_\_\_

**3. IF YOU HAVE PERMANENT RESIDENCE STATUS, WHICH STATEMENT BEST DESCRIBES YOUR CIRCUMSTANCE?**

- 1  I AM RESIDING IN AUSTRALIA DURING THE SEMESTER OR OUTSIDE AUSTRALIA AS PER THE COURSE REQUIREMENT
- 2  I AM RESIDING OUTSIDE AUSTRALIA FOR THE SEMESTER
- 3  ON ENROLMENT DAY I HAD PERMANENT RESIDENCY FOR MORE COURSE THAN 12 MONTHS

**4. IN WHAT COUNTRY IS YOUR PERMANENT HOME ADDRESS?**

- AUSTRALIA POSTCODE: \_\_\_\_\_
- OVERSEAS
- COUNTRY: \_\_\_\_\_

**5. IN WHAT COUNTRY IS YOUR RESIDENCE DURING THE YEAR?**

- AUSTRALIA POSTCODE: \_\_\_\_\_
- OVERSEAS
- COUNTRY: \_\_\_\_\_

**6. IN WHAT COUNTRY WERE YOU BORN?**

- 1100  AUSTRALIA
- COUNTRY: \_\_\_\_\_
- YEAR OF ARRIVAL: \_\_\_\_\_

**7. DO YOU SPEAK A LANGUAGE OTHER THAN ENGLISH AT HOME?**

- 0001  NO
- YES
- LANGUAGE: \_\_\_\_\_

**8. IF YOU HAVE COMPLETED YEAR 12, PLEASE INDICATE YOUR PERMANENT HOME RESIDENCE DURING THAT YEAR.**

- POSTCODE: \_\_\_\_\_
- SUBURB / TOWN: \_\_\_\_\_

**9. PLEASE INDICATE YOUR PARENTS/GUARDIANS GENDER AND HIGHEST LEVEL OF EDUCATION.**

PARENT/GUARDIAN 1  MALE  FEMALE

- 20/40  POSTGRADUATE QUALIFICATION
- 21/41  BACHELOR DEGREE
- 22/42  OTHER POST SCHOOL QUALIFICATION
- 23/43  COMPLETED YEAR 12 OR EQUIVALENT
- 24/44  DID NOT COMPLETE YEAR 12 OR EQUIVALENT
- 25/45  COMPLETED YEAR 10 OR EQUIVALENT
- 26/46  DID NOT COMPLETE YEAR 10 OR EQUIVALENT
- 49/59  DON'T KNOW
- 98  NOT APPLICABLE

**10. PLEASE INDICATE YOUR PARENTS/GUARDIANS GENDER AND HIGHEST LEVEL OF EDUCATION.**

PARENT/GUARDIAN 2  MALE  FEMALE

- 20/40  POSTGRADUATE QUALIFICATION
- 21/41  BACHELOR DEGREE
- 22/42  OTHER POST SCHOOL QUALIFICATION
- 23/43  COMPLETED YEAR 12 OR EQUIVALENT
- 24/44  DID NOT COMPLETE YEAR 12 OR EQUIVALENT
- 25/45  COMPLETED YEAR 10 OR EQUIVALENT
- 26/46  DID NOT COMPLETE YEAR 10 OR EQUIVALENT
- 49/59  DON'T KNOW
- 98  NOT APPLICABLE

**11. WHAT WAS YOUR HIGHEST EDUCATIONAL PARTICIPATION PRIOR TO THIS COURSE?**

- 02  A COMPLETE HIGHER EDUCATION POSTGRADUATE LEVEL COURSE
- 03  A COMPLETE HIGHER EDUCATION BACHELOR LEVEL COURSE
- 04  A COMPLETE HIGHER EDUCATION SUB-DEGREE LEVEL
- 05  AN INCOMPLETE HIGHER EDUCATION COURSE
- 07  A COMPLETE FINAL YEAR OF SECONDARY EDUCATION AT SCHOOL OR TAFE
- 08  OTHER QUALIFICATION, COMPLETE OR INCOMPLETE
- 09  NO PRIOR EDUCATIONAL ATTAINMENT
- 10  A COMPLETE VET AWARD COURSE
- 11  AN INCOMPLETE VET AWARD COURSE

YEAR COMPLETED (OR LAST YEAR ATTEMPTED): \_\_\_\_\_

**12. WHAT IS THE HIGHEST LEVEL OF SECONDARY EDUCATION YOU HAVE ATTEMPTED OR COMPLETED? REFER SEC-ED AUST**

- V  YEAR 12/VCE (OR EQUIVALENT)
- H  YEAR 12/HSC (OR EQUIVALENT)
- Y  YEAR 11
- Y  YEAR 10
- Y  YEAR 9
- Y  YEAR 8 OR LOWER
- I  INTERNATIONAL BACCALAUREATE IB

**DETAILS OF YOUR FINAL YEAR OF ATTENDANCE:**

YEAR: \_\_\_\_\_

NAME OF SCHOOL: \_\_\_\_\_

STATE: \_\_\_\_\_

**WHERE WAS YOUR PERMANENT HOME RESIDENCE DURING YOUR FINAL YEAR OF SECONDARY EDUCATION?**

POSTCODE: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

**WAS THE FINAL YEAR COMPLETED?**

YES  NO      ATAR (OR EQUIV.): \_\_\_\_\_

PLEASE ATTACH CERTIFIED COPIES OF YOUR RESULTS AND QUALIFICATIONS TO DATE.

## SECTION D: POST SECONDARY EDUCATION AND QUALIFICATIONS

Please list all academic qualifications, with the most recent qualifications first (e.g. Bachelor of Communications or Postgraduate Diploma of Accounting). If your qualifications are from a country other than Australia, please attach an official 'Statement of Equivalence' available from the Overseas Qualifications Unit (Victoria) details available from [liveinmelbourne.vic.gov.au/work/overseas-qualification-unit/apply-for-assessment?](http://liveinmelbourne.vic.gov.au/work/overseas-qualification-unit/apply-for-assessment?) or telephone 1300 492 606.

Your application will not be considered until all certified documentation is received.

FULL NAME OF QUALIFICATION	MAJOR AREA OF STUDY	FULL NAME OF INSTITUTION	YEAR OF COMPLETION	STATE/COUNTRY

### PREVIOUS THESES

PLEASE STATE THE TITLE OF ANY PREVIOUS THESES COMPLETED (E.G. HONOURS OR MASTERS BY COURSEWORK WITH A MINOR THESIS OR BY RESEARCH).

#### TITLE:

### RESEARCH AND EMPLOYMENT

PLEASE ADVISE OF ANY RESEARCH AND/OR EMPLOYMENT ACTIVITIES THAT ARE RELEVANT TO THIS APPLICATION (E.G. CERTIFICATES OF MEMBERSHIP OF PROFESSIONAL BODIES).

**PLEASE ATTACH YOUR CV AND TWO WRITTEN ACADEMIC REFERENCES.**

### RESEARCH PROGRAM

WHAT IS THE PROVISIONAL TITLE OF YOUR THESIS?

[vu.edu.au/research/graduate-research-studies/apply-for-a-research-degree](http://vu.edu.au/research/graduate-research-studies/apply-for-a-research-degree)

### RESEARCH SUPPORT

PLEASE INDICATE HERE IF YOU REQUIRE ANY SPECIAL SUPPORT FOR YOUR RESEARCH DEGREE:

[vu.edu.au/research/graduate-research-studies/apply-for-a-research-degree](http://vu.edu.au/research/graduate-research-studies/apply-for-a-research-degree)

**SECTION E: DECLARATION****BY SUBMITTING THIS APPLICATION:**

1. I declare that the information given in this application is correct and complete.
2. I consent to the collection, use and disclosure of my personal information for the purpose of considering my application and where my application is successful, to enable me to enrol in a course of study, and enable the University to deliver the course and related services to me. I understand that any information collected in connection with this application will be treated in accordance with the University's Privacy Policy and is necessary to enable the University to:
  - a) Communicate with me about my course, events, activities, products, services and opportunities available to students of the University;
  - b) Carry out administrative matters;
  - c) Place my name on the student electoral roll;
  - d) Maintain my academic record;
  - e) Facilitate the University's internal planning and the provision of programs for the health and welfare of students;
  - f) Foster alumni relations; and
  - g) Fulfil any requirements regarding State and Commonwealth government reporting and statistical obligations, including to the Department of Education, Employment and Workplace Relations (DEEWR) for use in connection with the Higher Education Information Management System.
3. I authorise the University to obtain official records from any educational authority holding such records on me, and understand that QualSearch may be engaged to access this academic information. I understand that Victoria University is not responsible if any educational body does not supply these records, and that the results of the search will be made available to me on request. An audit of this authority may also be undertaken.
4. I further declare that I have read and understand the regulations for research degrees. I have had discussions with the appropriate staff of the College/Centre/Institute and I am satisfied that my research interests are compatible with those of the College/Centre/Institute, that the College/Centre/Institute has (or will make the necessary arrangements for) the required facilities and equipment for me to undertake the program and that I am satisfied with the appointment of the nominated supervisors.
5. I acknowledge that some courses may require me to comply with additional legal and external agency/organisation requirements.
6. I further acknowledge that the University:
  - a) May discontinue my offer or cancel my enrolment if the information I provide in this application is incomplete or incorrect; and
  - b) Is under no obligation to consider late or incomplete applications.

**APPLICANT CHECKLIST - PLEASE CHECK THAT YOU HAVE COMPLETED ALL SECTIONS**

- COMPLETED SECTIONS A, B, C AND RESEARCH/THESIS QUESTIONS (WHERE RELEVANT)
- ATTACHED 1-2 PAGE OUTLINE OF PROPOSED AREA OF RESEARCH
- COMPLETED SECTION D (SIGNED AND DATED FORM)
- ATTACHED CERTIFIED DOCUMENTS (INCLUDING ACADEMIC TRANSCRIPTS AND/OR STATEMENT OF RESULTS)
- ATTACHED CERTIFIED DEGREE TESTAMUR (QUALIFICATION CERTIFICATE)
- 200 WORD PERSONAL STATEMENT ABOUT WHY YOU WANT TO UNDERTAKE THIS PROGRAM.
- ATTACHED CV INCLUDING 2 WRITTEN ACADEMIC REFEREES
- IF YOU FAIL TO COMPLETE ALL SECTIONS AND/OR FAIL TO SUBMIT THE ABOVE MENTIONED DOCUMENTATION, YOUR APPLICATION WILL NOT BE CONSIDERED.

**SIGNATURE OF APPLICANT:****DATE:****CONTACT US**WEB: [vu.edu.au/research/graduate-research-studies](http://vu.edu.au/research/graduate-research-studies)EMAIL: [Apply.Research@vu.edu.au](mailto:Apply.Research@vu.edu.au)

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**PRIVACY STATEMENT**

Victoria University (VU) values your privacy and is committed to handling your personal information in accordance with the Privacy and Data Protection Act 2014 (Vic) and other applicable privacy legislation. The personal information collected on this form will be used primarily for the purposes of assessing and processing this application. VU may also use and disclose your personal information to verify the information provided by you, to comply with government and other reporting requirements and/or to carry out associated activities connected with this application. Your personal information may also be disclosed to Commonwealth and State agencies such as the Department of Education and Training and the Department of Home Affairs in accordance with VU's obligations under the Education Services for Overseas Students Act 2000 (Cth) (**ESOS Act**), the National Code of Practice for Providers of Education and Training to Overseas Students 2018 (**National Code**) and other applicable legislation. Your personal information will not otherwise be used or disclosed without your consent, unless permitted by law. By completing and submitting this application, you agree to VU collecting, using and disclosing your personal information as described above and in accordance with VU's Privacy Policy and Student Information Privacy Collection Statement (which provides further detail about the types of personal information VU may collect from you and how it is managed) available on the Privacy page on our website [vu.edu.au/privacy](http://vu.edu.au/privacy)

You have a right to access your personal information held by VU. If you have any questions regarding privacy, please refer to the [Privacy page](#) on our website, our frequently asked questions at [ASKVU](#) or phone us on 9919 6100 or 1300 VIC UNI (or 1300 842 864).

**PRIVACY INFORMATION:**

We collect and protect your personal information in accordance with our Privacy Policy [vu.edu.au/privacy](http://vu.edu.au/privacy)

If you have any questions, you can access [ASKVU](#),  
speak to us via live chat or call us on **+61 3 9919 6100**.

Our VUHQs are located at the following campuses:

City King	St Albans	Footscray Park	Sunshine
City Flinders	Werribee	Footscray Nicholson	