Faculty of Health, Engineering and Science  
Victoria University  
Faculty Scholarship Application Form 2011

**Applicant Details**

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<tr>
<th>Title (eg. Mr, Ms, Miss)</th>
<th>Surname or Family Name</th>
<th>Given Name(s)</th>
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**Country of Birth**

|                          |                        |               |
|                          |                        |               |

**Address for Correspondence**

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|                          |                        |               |

**Home Address (If different to above)**

|                          |                        |               |
|                          |                        |               |

**Home Phone Number** (include area codes):  
**Work Phone Number** (include area codes):

|                          |                        |               |
|                          |                        |               |

**Email Address**

|                          |                        |               |
|                          |                        |               |

**Residency Details**

Please tick as appropriate and attach documentation as instructed.

- [ ] I am a citizen of Australia  
  *(Attach a certified copy of either your birth certificate or citizenship certificate)*

- [ ] I am NOT a citizen of Australia but was granted permanent Residency on _____ / _____ / ______  
  *(Attach a certified copy of the relevant pages of your passport)*
English Language Competence

All applicants for a Faculty Scholarship must satisfy at least one of the following English language requirements. Please indicate how you have satisfied the English language requirements by ticking selection(s) below.

☐ English is my first language.
☐ I have satisfactorily completed tertiary studies in Australia within the last two years (or in an equivalent English language context e.g. USA, Canada, UK).
☐ I have successfully completed an approved ELICOS program at __________________________ with an exit level equivalent to the IELTS or TOEFL entry level for postgraduate research*.

☐ Either
☐ A) I have a score of 6.5 or more on the International English Language Testing System (IELTS) with no band less than 6.0*
☐ or.
☐ B) I have a score of 92 or more on the Testing English as a Foreign Language (TOEFL- internet) with no section score less than 22*

*Please note: Certified copies of documentary evidence (such as English test results or English language course transcripts) must be attached to your application. Only applications with evidence submitted by 7 March 2011 will be assessed.

Scholarship Eligibility Checklist

All questions must be answered by all applicants

1. Have you already completed a Masters by Research degree and propose to undertake another in 2011?  ☐ Yes  ☐ No

2. Have you already completed a PhD or research Doctorate degree or equivalent?  ☐ Yes  ☐ No

If you have answered YES to questions 1 or 2, you are NOT ELIGIBLE for these scholarships

Proposed Research

1. What degree do you intend to undertake?  (Doctor of Philosophy or Masters by Research)

2. If you are offered a scholarship you MUST commence your research degree before 31 March 2011.
   Please indicate your expected commencement date: _____ / _____ / 2011
Qualifications

Please provide details of all undergraduate and postgraduate qualifications. Attach certified copies of all transcripts and other relevant documentation, including any prizes or distinctions gained in your academic career that are not listed in the official transcripts.

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<th>Postgraduate Qualifications</th>
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Where undergraduate or honours degrees include a work experience or industry placement, fieldwork, practicum or similar, applicants MUST provide evidence of satisfactory completion of this placement. Applications without evidence of satisfactory completion will be ineligible for consideration.

Research Experience

Briefly describe your research experience. [If insufficient space, please attach a separate sheet]
Please list any publications (including dates of publication) of research or work that you have done individually or with others. (If insufficient space, please attach a separate sheet)

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Please detail any employment experience that is relevant to this application. (If insufficient space, please attach a separate sheet)

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**Academic Referees**

Please provide full details of two people whom you have asked to support your application. They should preferably be senior academics familiar with your most recent work.

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Note: Reports from referees must be provided on the attached Academic Referee Report Form. Referees should complete the form and return it directly to:

Ms. Elizabeth Smith
The Student Advice Officer (Research & Graduate Studies)
Faculty of Health, Engineering and Science, Victoria University
PO Box 14428, Melbourne, Victoria, 8001
Email: Elizabeth.Smith@vu.edu.au
by 4.00pm on Monday 7 March 2011

It is your responsibility to ensure that your referees submit their reports by the closing date; Your application will not proceed if referee reports are not received.

Declaration

I declare that the information submitted is complete, correct and true in every particular.

I authorise the University to obtain from educational institutions and relevant authorities at any time details of my enrolment, academic record, examination results and bond status, including details of enrolment variation, attendance and addresses during the year in connection with my scholarship/award application.

I understand that the University may forward this application form and attachments to the Commonwealth Department of Education, Employment and Workplace Relations if required to do so.

I understand that the University reserves the right to vary or reverse any decision made on the basis of incorrect or incomplete information. I am aware that there are severe penalties for providing false or misleading information.

I agree to abide by the scholarship/award conditions, as amended from time to time.

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<thead>
<tr>
<th>Applicant’s Signature</th>
<th>Date</th>
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# Checklist

Please ensure that you provide ALL of the following documentation.

Incomplete applications will NOT be considered.

- Original application with attachments listed below *(Certified copies of attachments, not originals)*
- All Academic Transcripts and Records  ☐ certified * copy, plus ☐ English translation
- Birth Certificate or Citizenship Certificate ☐ certified * copy
- Evidence of English language proficiency) ☐ certified * copy
- Evidence of Residency Status ☐ certified * copy
- Further details of research or work experience / publications *(if required)*

## What is a certified copy and who can certify it?

‘Certified copy’ means that the copy of the original document has been signed by an authorised person stating that the copy is a true copy of the original. People who can certify documents include:

- Registered Accountants and Tax Agents
- Doctors, dentists and pharmacists
- Manager of a Bank or Credit Union
- Police Officer in charge of a station, or at the rank of Sergeant and above
- Postal Manager
- Principal of an Australian Secondary College, High School or Primary School
- An authorised staff member in a Student Administration Office at any Australian University
- The official records department of the institution that originally issued the document

## SEND YOUR APPLICATION, COPIES AND ALL SUPPORTING DOCUMENTATION TO

Ms. Elizabeth Smith  
The Student Advice Officer (Research & Graduate Studies)  
Faculty of Health, Engineering and Science  
Victoria University  
PO Box 14428  
Melbourne  
Victoria, 8001  
Email: Elizabeth.Smith@vu.edu.au  
by 4.00pm on Monday 7 March 2011  
Delivery/Courier Address *(between 9am & 5pm, Mon-Fri):* D332, Footscray Park Campus, Victoria University, Footscray, VIC 3011

Late applications will NOT be considered
Faculty of Health, Engineering and Science
Victoria University

CONFIDENTIAL REFEREE REPORT 2011

Faculty Scholarships
Office Use Only
Application Reference No:

For the Applicant (This section to be completed by the applicant. Please type or print using black ink)
- Please complete your details below and pass the form to a person whom you wish to act as your academic referee. This person should be a senior academic conversant with your most recent studies.

Applicant’s Name

Applicant’s Address

For the Referee (This section to be completed by the referee. Please use black ink)
- Referee comments are considered when assessing scholarship applications. The University is particularly interested in your opinion of the qualifications, experience, academic and research ability of the applicant. These should be judged with reference to the applicant’s peer group. Reports must be returned by 7 MARCH 2011. Please note that applications cannot be considered unless referee reports are returned by this date. Do not return this form to the applicant – return to the address given at the end of this form.

Referee’s Name:

Address:

Position:

Telephone:  Email:

Please give your appraisal of the candidate by ticking the appropriate box, using the following key as a guide. Please rate the applicant in comparison with others you have known who have successfully undertaken postgraduate study. Please use the space available to comment on your ranking decision.

- Outstanding = Top 5%
- Very Good = 6% - 10%
- Good = 11% - 20%
- Average = 21% - 40%
- Poor

1. How do you rate the applicant’s postgraduate research potential?

☐ Outstanding  ☐ Very Good  ☐ Good  ☐ Average  ☐ Poor

2. If the applicant has completed a thesis based on research, how do you rate the thesis?

☐ Outstanding  ☐ Very Good  ☐ Good  ☐ Average  ☐ Poor
3. How do you rate the applicant’s ability to communicate in English?

- Written Skills
  - Excellent
  - Very Good
  - Good
  - Reasonable
  - Poor

- Oral Skills
  - Excellent
  - Very Good
  - Good
  - Reasonable
  - Poor

4. Based on the comments you have given below, what degree of support do you give the applicant?

- Unreserved
- Strong
- Fairly Strong
- Moderate
- Nil

Please provide comments relating to the level of support you are giving the applicant. Please comment on the applicant’s: initiative, creative ability, perseverance, critical ability, ability to meet deadlines, ability to complete a research degree and capacity for independent research. Attach extra sheets if required.

Referee’s Signature | Date
---|---

Completed forms should not be seen by the applicant and will be treated in the STRICTEST CONFIDENCE.

Referees should return the completed forms before **4.00pm on 7 March, 2011** to:

Ms. Elizabeth Smith, The Student Advice Officer (Research & Graduate Studies), Faculty of Health, Engineering and Science, PO Box 14428, Melbourne, Victoria 8001, AUSTRALIA.

Facsimile number: 61 3 9919 4803

Email: Elizabeth.Smith@vu.edu.au

PLEASE NOTE THAT APPLICATIONS CANNOT PROCEED IF REFEREE REPORTS ARE NOT RECEIVED BY THE CLOSING DATE.