

## How to apply

You must complete the attached application form and return it to the University by the following dates:

Semester 1: 30th November

Semester 2: 30th April

1. Consult the [UNSW Handbook](#) for details before completing this application as not all programs are available in all modes.
2. You must submit an academic transcript with your application\*. If final results are not available when you submit this application you must forward them as soon as possible, together with a statement indicating that you have completed all requirements for the degree and are eligible to graduate.
3. Refer to the [UNSW Canberra Honours Scholarship Conditions of Award](#) for eligibility criteria.

*Please send results to:*

Student Administrative Services

UNSW Canberra

[SAS.CBR@unsw.edu.au](mailto:SAS.CBR@unsw.edu.au)

\*You **do not** need to supply an academic transcript for degree studies undertaken at UNSW.



# Application for Admissions to Honours

## DOMESTIC APPLICANTS

Never Stand Still

UNSW Canberra

### 1. PERSONAL DETAILS

Have you applied to UNSW before?  Yes  No If Yes, what is your Student ID No.?

Family Name  Given Name

Date of Birth (dd/mm/yyyy)  Sex:  M  F Email

Mailing Address  Post code

Phone: Work  Home  Mob

Australian Citizen  New Zealand Citizen\*  Australian Permanent Resident\*  Country of Citizenship

International Defence Funded Student  ADF Current Serving Member  Service:

*\* You MUST attach a copy of your Passport and/or Birth Certificate as detailed in Checklist Items below.*

Have you previously been a uniformed member of the ADF?  Yes  No Do you have a criminal record?  Yes  No

### 2. TERTIARY STUDIES

Institution and country	Degrees and Diplomas held or being completed	Completed? Yes or No	Years of Study eg. 1998-2002	Year of graduation

Are you currently enrolled at a tertiary institution?  Yes  No If Yes, where?

Have you previously been, or are you liable for exclusion from any tertiary institution?  Yes  No

### 3. PROGRAM DETAILS

Degree (eg BSc Hons)  UNSW Program Code

Plan in which you wish to enrol (eg Genetics)

Proposed area of study (eg Molecular Genetics)

Study Mode (Research or Coursework)

Attendance Mode (eg Full-time or Part-time)

Give a brief description of your intended Honours Plan (attach additional sheets if required)

Name of Supervisor from relevant school at UNSW Canberra? (You must contact and confirm a supervisor, and contact the School's Honours Coordinator to confirm whether there are any additional requirements for your admission, otherwise your application will not be sent for assessment for entry).

#### 4. ENGLISH LANGUAGE PROFICIENCY

All applicants, whether domestic or international, for admission to any UNSW program delivered either in Australia or overseas, who do not have an assessable qualification undertaken and assessed in English, must provide evidence that their English language ability meets the minimum requirements for admission. Please see [www.unsw.edu.au/elp](http://www.unsw.edu.au/elp) for further details.

#### 5. CHECK LIST

YOUR APPLICATION CANNOT BE CONSIDERED UNLESS ALL REQUESTED DOCUMENTS ARE ATTACHED .

I have included with this application form

**Documents**

Copies of previous tertiary studies (awards gained, marks and grades). If not in English official translations into English plus certified copies of the original language document will be required.

**Proof of completion of degree**

Certified copy of proof of completion of degree.

**Proof of English proficiency (if required)**

Certified copy of English tests if required.

**Australian and New Zealand Citizens and Australian Permanent Residents – Passport Information**

Please supply a copy of your Australian or New Zealand Passport or Birth Certificate. For Permanent Residents please provide pages in your passport showing your visa label and personal details.

**International Defence Funded Students**

If you are an International Defence Funded Student please provide a copy of your passport as identification.

#### 6. PRIVACY NOTIFICATION

The information you provide on this application form is “personal information” as defined by the Privacy and Personal Information Act 1998 (NSW) [the Act]. It is collected and held by UNSW in order to process your application, admission and enrolment; to send you information regarding UNSW or third party courses or other university matters determined to be of potential interest to you; for administrative and statistical purposes; and (if this application isn’t accepted) to process your application in relation to other courses offered by UNSW or related parties that may be of interest of you. We may disclose your information to others inside and outside NSW, including our related entities such as UNSW Global Pty Ltd, for the same purposes, and you consent to such bodies (including UNSW Global) acting upon your information and communicating with you regarding such courses, up to and including making offers in relation to those courses. You have the right of access to, and alteration of, the information concerning yourself in accordance with the Act and UNSW Privacy Management Plan. UNSW will not disclose your personal information without your consent and without due cause, except as authorised by law. You have the right to refuse this consent, but if the consent is not given your application may not be processed. By signing this document you accept these conditions.

#### 7. DECLARATION AND CONSENT

I declare that the information declared on this form is complete and correct. I authorise the University to obtain information from any educational institution previously or currently attended by me. If any information supplied by me is considered to be untrue, incomplete or misleading in any respect, I understand the University may take such action as it believes necessary including the disclosure of the information to any person or body the University considers has a legitimate interest in receiving it and I consent to such disclosure. I understand the University reserves the right to vary or reverse any decision made on the basis of untrue, incomplete or misleading information. I have made this application having had access to sufficient information regarding UNSW programs, courses, fees, costs, facilities and services. I understand the University reserves the right to make alterations to any matter offered in its publications without notice and that this agreement does not remove my right to take further action under the Australian consumer protection laws.

Name

Signature

Date  /  /

*\*\*Unsigned applications will not be processed\*\**

#### Send your complete application to:

Student Administrative Services  
UNSW Canberra  
SAS.CBR@unsw.edu  
Phone: 02 5114 5000