UNIVERSITY OF TECHNOLOGY, SYDNEY (UTS)
APPLICATION FORM FOR STUDY ABROAD

PERSONAL INFORMATION

Insert names as they appear on your passport

Title:	
Family Name:	
First Name:	
Date of Birth:	Day: Month: Year:
Gender:	☐ Male ☐ Female
Country of Birth:	
Citizenship:	
Citizenship 2:	

CONTACT DETAILS

Country:	
Street:	
Postcode:	
City:	
Phone number:	(+ country code)
Email:	

Is this address also your home address?

☐ Yes   ☐ No

If you check "No", please provide your home address here:

_____

_____

SPECIAL REQUIREMENTS

If you have a disability, impairment or long-term medical condition which may affect your studies, it is important that you understand the support services offered by UTS Accessibility Services before you submit your application. If you believe you will require support or assistance during your studies at UTS, please contact an Accessibility Consultant at *accessibility@uts.edu.au*

EMERGENCY CONTACTS

Family name: _____

First name: _____

Relationship to you: _____

Email: _____

Phone number: _____ (+ country code) _____

CURRENT STUDIES

Country: _____

Home Institution: _____

Faculty/School: _____

Degree/Qualification currentl pursued: _____

Level (e.g. Bachelor, Master): _____

Number of years of university study prior to Study Abroad at UTS: _____

Prior study degrees or qualifications completed: _____

Subjects you are currently enrolled in at home institution ("subjects to be completed"):
-
-
-
-

PROPOSED PROGRAM AT UTS

Note:
UTS Autumn Main Session: late February to late June
UTS Spring Main Session: late July to mid-November
(Education students have a slightly different calendar – UTS Autumn Calendar B: mid-February to late June / UTS Spring Calendar B: late July to early December)

Are you a current or previous UTS student?
- ☐ Yes
- ☐ No

If "Yes", please write down your UTS Student Number: _____

Academic Year (of Study
Abroad at UTS):   _____

Session start (July, Feb):   _____

Proposed program at UTS:
- ☐ C50006 Undergraduate Study Abroad (18 Credit Points) *Bachelor 3 Courses*
- ☐ C50006 Undergraduate Study Abroad (24 Credit Points) *Bachelor 4 Courses*
- ☐ C50007 Postgraduate Study Abroad (18 Credit Points) *Master 3 Courses*
- ☐ C50007 Postgraduate Study Abroad (24 Credit Points) Master *4 Courses*
- ☐ C50009 Study Abroad Australian Language and Culture Studies

Semester Duration:
- ☐ 1 semester   ☐ 2 semesters

SUBJECT CHOICE

Proposed enrolment at UTS subject choices
You are required to select at least 18 UTS credit points (usually 3 subjects) worth of subjects that you plan to study at UTS. A lot of students take 24 credits (usu. 4 subjects) to fulfil requirements (course/grade transfer) from their home universities. Note that most subjects are worth 6 credit points, however, subjects in the Faculty of Arts and Sciences (excluding the School of Education) are usually worth 8 credit points.
It is preferable that you list at least 6 subjects per semester but no more than 10 in total to provide alternative options.
How can I find subjects at UTS?
The Step-by-Step Guide to Finding Subjects as a Study Abroad and Exchange Student (PDF, 3MB) shows you how to use the UTS Handbook (https://www.handbook.uts.edu.au) which provides comprehensive information on UTS subjects. You can use these detailed subject outlines to get study approvals from your home university. The Step-by-Step Guide to Finding

Subjects as a Study Abroad and Exchange Student also shows you how to use the UTS Timetable Planner.

Is the subject undergraduate or postgraduate?

Undergraduate subjects (Bachelor's degree level) and postgraduate subjects (Master's degree level) are available to Study Abroad and Exchange students. If you have not completed the equivalent of an Australian Bachelor's degree (e.g. 180 ECTS), you will not be able to undertake postgraduate subjects.

What if the subjects have prerequisites?

If a subject has prerequisites, you must demonstrate that you have the required knowledge to take the subject based on previous studies. You will need to supply detailed subject outlines (in English) of the subjects you have already completed at your home institution.

Will the subject be credited to my degree?

When selecting subjects, it is important to keep in mind how you will use them for credit at your home institution. Always check with your home institution's Study Abroad or Exchange academic adviser regarding the suitability of your subject selections.

Is the subject offered during the right teaching session for me?

You can check when subjects are available by referring to the UTS timetable (https://timetable.uts.edu.au). Some subjects are offered only in Autumn session or Spring session, but not in both. Details of subjects are available in the UTS Handbook. The Step-by-Step Guide to Finding Subjects as a Study Abroad and Exchange Student (PDF, 3MB) shows you how to use the UTS Timetable Planner.

Please Note:

- Enrolment in your chosen subject(s) is not guaranteed.
- Enrolment is dependent on the student meeting the requirements for the subject, on the subject being available in the chosen semester and successful timetabling of classes.
- The UTS timetable for the full academic year is finalized no earlier than October in the prior year. If you are selecting subjects for the next academic year prior to October (e.g. it is September 2021 and you are applying for Autumn 2022), you must use the current academic year (e g. 2021) handbook and timetable as a guide. There is no guarantee subjects offered in the current academic year will be offered in the following academic year. All subject approvals will be conditional until the timetable is officially released.

Subject choices

(1) Semester: _____

UTS subject number: _____

Subject name: _____

Credit points: _____

Is this a core requirement subject (from/at your home institution)?

☐ Yes   ☐ No

(2) Semester: _____

UTS subject number: _____

Subject name: _____

Credit points: _____

Is this a core requirement subject?

☐ Yes   ☐ No

(3) Semester: _____

UTS subject number: _____

Subject name: _____

Credit points: _____

Is this a core requirement subject?

    ☐   Yes   ☐   No

(4) Semester: _____

UTS subject number: _____

Subject name: _____

Credit points: _____

Is this a core requirement subject?

    ☐   Yes   ☐   No

(5) Semester: _____

UTS subject number: _____

Subject name: _____

Credit points: _____

Is this a core requirement subject?

    ☐   Yes   ☐   No

(6) Semester: _____

UTS subject number: _____

Subject name: _____

Credit points: _____

Is this a core requirement subject?

    ☐   Yes   ☐   No

(7) Semester: _____

UTS subject number: _____

Subject name: _____

Credit points: _____

Is this a core requirement subject?

    ☐   Yes   ☐   No

(8) Semester: _____

UTS subject number: _____

Subject name: _____

Credit points: _____

Is this a core requirement subject?
☐   Yes   ☐   No

LANGUAGE REQUIREMENTS

UTS English requirement met by:
- ☐ Accepted English Language Test, e.g. TOEFL
- ☐ Assessable qualification in English from a UTS approved country
- ☐ High School (if applicable)
- ☐ Other*
- ☐ I studied in English one year at university level (please provide proof)
- ☐ UTS English Language Proficiency Assessment (ELPA) **

*Name, Test Date and Result of other proof of English:
_____

If you plan to do/did a DAAD: please ask the test provider if the ELPA form can be filled in as well and submit both forms to IEC!

ACCOMMODATION

Would you like to make use of the UTS Housing Service to secure a room on-campus?
- ☐ Yes
- ☐ No

All students must arrange their own accommodation in Sydney. As a Study Abroad student, UTS offers a priority on-campus housing placement, if you apply by the deadline. Priority on-Campus Housing Placement deadlines:
Autumn Session (February – June): 31 October
Spring Session (July – November): 1 June

For more information regarding UTS Housing, contact UTS Housing directly at housing.service@uts.edu.au or visit the UTS Housing website.
Note: Usually, universities prefer to accommodate students after they have received an offer (after a successful application).

WHY UTS?

Finding out about UTS
How did you find out about UTS?

☐ Australian Embassy
☐ Education Exhibition
☐ Friends or Relatives
☐ Internet
☐ Magazine or Newspaper
☐ Other: _____

☐ UTS International
☐ UTS Representative / Agent*
☐ UTS Seminar
☐ Your Study Abroad or Careers Advisor

*Agent Name: IEC ONLINE GMBH

Which factors most affected your decision to apply to study at UTS?

☐ Cost of living
☐ Course/s
☐ Location

☐ Other*
☐ Program fees
☐ Recommendation

*If other, please specify: _____

DECLARATION OF CONSENT

☐ Yes (check the box, it is mandatory!), I agree/declare:

- To abide by the rules of admission, enrolment and progression of UTS;
- To inform UTS International immediately of any change to the information I have provided in this application form;
- That UTS may obtain official records from any institution I have previously attended;
- That all documents submitted with this application become the property of UTS;
- That UTS may vary or cancel any decision it makes if the information I have given is incorrect or incomplete;
- That UTS may be required to report to the Commonwealth Government on the progress of my application and/or subsequent student status;
- To the structure and content of the UTS course/s I am applying for in this application;
- To the expenses (tuition fees, living expenses and other expenses) related to the study of this course/s at UTS;
- That I will be responsible for paying all the expenses related to the study of my course at UTS, including the tuition fees, living expenses and other related expenses;

- That in order to be admitted to the University I must meet the academic and English language requirements set by UTS and the Genuine Temporary Entrant (GTE) criteria set by the Department of Immigration and Border Protection (DIBP). For information about the GTE criteria please visit https://www.border.gov.au/Trav/Stud/More/Genuine-Temporary-Entrant;
- That the information provided in this application form and supporting documents is true and correct;
- That I have access to sufficient funds to cover Tuition Fee payments, living expenses and other related expenses incurred by me and my dependents during my enrolment at UTS;
- That I have access to sufficient funds to cover Tuition Fee payments, living expenses and other related expenses incurred by me and my dependents during my enrolment at UTS;
- I have attached the following documents in support of my application;
    - Certified copies of my Academic transcripts in English;
    - Details of exclusion from any tertiary institution;
    - Certified copy of English Language Proficiency Results;
- That I have personally signed this form.

☐ Yes (check the box, it is mandatory!), I understand that the information on this form will be electronically stored and used by UTS International

Student signature: _____

Date: _____

TERMS AND CONDITIONS

Academic transcripts of previous studies
Certified transcripts of previous studies must accompany this application. If the original certified copy is not in English, you must include certified English language translations also. The transcripts must show all subjects taken, grades (including fails) and stages reached or qualifications gained. A collection of examination slips is not an acceptable substitute for an official transcript.
You must provide full details if you have been excluded or are liable for exclusion from any institution. As there is a long delay at some institutions in obtaining official transcripts you should apply for transcripts as soon as possible. Your application will not be processed unless all necessary information has been provided.

English language proficiency
You must provide a recent English language test score or proof of previous study in English. If your test results are below the acceptable standard, you will not be eligible to study at UTS.

Payment of fees for Study Abroad and Research students

The scheduled fee for the first semester's tuition is based on an 18-24 credit point program of study, and is payable upon acceptance of an offer from UTS. Tuition fees for subsequent semesters are due at the start of each semester. Tuition fees are for the current year only and may be subject to annual increase. You will be required to pay the Study Abroad fees applicable to the academic year in which you will be enrolled.

Fee refund for Study Abroad and Research students
Refunds will only be considered under the terms of the current UTS Fees Policy for International Students. If you withdraw after you have accepted the offer of a place you may incur a penalty.

Certification of documents
UTS will accept copies certified by the following:
- Australian Education Office
- Australian Overseas Diplomatic Mission
- UTS Authorised Representative/Agent
- Public Notary Office
- The Administration of the Institute that issued the relevant document(s)
- An Australian University (e.g. the UTS Information Service)
- A Justice of the Peace in Australia where the registration number is clearly   indicated

Note
An incomplete application will delay processing time. Late applications will not be accepted.

Authorization for IEC to process this application

I hereby permit International Education Centre (IEC Online GmbH) to submit the information which I have provided on the Application Form of the University of Technology Sydney via an electronic online application form created and maintained by the University of Technology Sydney.

Applicant Signature: _____

Place: _____

Date: _____ (MM/DD/YYYY) _____

Please submit your application with all required documents to IEC:

IEC Online GmbH
Marienstrasse 19-20
10117 Berlin
Germany   downunder@ieconline.de