



### INFORMATION FOR APPLICANT

Please read all the information below before filling out the Application for Admission and Scholarship form. Complete this form in **BLACK INK** using **CAPITAL LETTERS**. Mark appropriate answer boxes with a cross (**X**).

## INFORMATION INDEX

Section A	General information and how to lodge your application.
Section B	Instructions for completing the Scholarship and Admission Application form.
Section C	Scholarship and Admission Application form.

## SECTION A – GENERAL INFORMATION

### CLOSING DATE AND LODGING YOUR APPLICATION

All applications must be submitted directly to the Graduate Research School via email at [grs.scholarships@westernsydney.edu.au](mailto:grs.scholarships@westernsydney.edu.au).

All forms and documentation must be received by 11.59pm (AEST) on the closing date of the scholarship and follow the submission instructions as specified on the Graduate Research School website: [https://www.westernsydney.edu.au/graduate\\_research\\_school/grs/scholarships](https://www.westernsydney.edu.au/graduate_research_school/grs/scholarships)

If the total file size of your application is greater than 10MB, you will need to split the large files and submit multiple emails. Please ensure that you number your emails (i.e. #2 of #3).

Additional or supporting documentation will not be accepted after the closing date, except if the document relates to an outstanding result for a qualification listed in the application.

Where applicants cannot verify a claim in the requested format, it will not be considered.

Incomplete applications will not be considered.

### ELIGIBILITY AND ADMISSION

**This application constitutes an application for both admission to the course and a scholarship. You are not required to submit a separate application for admission.**

Applicants are ineligible for scholarships if they already hold a degree at the same level as the one for which they are applying.

Applicants need to demonstrate prior research experience, either through an appropriate course of study, such as Bachelor Honours, a research master's degree, a postgraduate coursework degree that includes a substantial research component or a coursework degree and additional research experience or output.

Applicants claiming academic equivalence for admission must present supporting documentation. You should address knowledge of research methodology and the ability to undertake academic writing. You may also present information about specialist knowledge and skills relevant to the area of study.

Any applicants who are hoping to transfer from another university (with or without scholarship) should be aware that they may not be able to 'restart' their maximum time period at the university. If you are in this category you should confirm how much time you will be allocated at the university. New candidates will be allocated a maximum of four years for doctorates and two years for Masters (full time) in which to complete the degree. But note that the scholarship is for a maximum of three years.

Please refer to the Graduate Research School website for further details of admission criteria:

[https://www.westernsydney.edu.au/graduate\\_research\\_school/grs/courses](https://www.westernsydney.edu.au/graduate_research_school/grs/courses)

## CERTIFICATION AND DOCUMENTATION

A certified document is a copy of an original that has been cited by a qualified person and confirmed as correct and legitimate. When you need a document to be certified you must have both the copy and the original with you.

**All supporting documentation must be certified according to Western Sydney University requirements:**

[https://www.westernsydney.edu.au/currentstudents/current\\_students/applying\\_to\\_study/certifying\\_documents](https://www.westernsydney.edu.au/currentstudents/current_students/applying_to_study/certifying_documents)

If the document includes multiple pages, each page must be certified separately.

When providing documentation by email, you need to attach scanned copies of certified documents. Scanned copies of originals will not be accepted.

**Warning:** It is an offence to submit fraudulent documentation in support of an application. Where fraudulent documents are detected the application will be rejected, any offer of enrolment will be withdrawn and any student already studying at the university will have their enrolment cancelled. The matter may be reported to ICAC (Independent Commission Against Corruption), the NSW Police, and the Department of Immigration and Border Protection (DIBP).

## NOTIFICATION OF OUTCOME AND COMMENCEMENT

You will be notified of the outcome via email.

The successful candidate will negotiate their commencement date with their Principal Supervisor and report this to the Graduate Research School.

## CRITERIA FOR RANKING AND SELECTION

Scholarships are awarded on a competitive basis. The criteria for the allocation of awards is primarily based on academic merit and includes undergraduate performance, Bachelor Honours awards, other postgraduate degrees, publications in refereed journals, and the presentation of conference papers.

When assessing applicants, the selection panel may take into consideration other relevant experience.

You are required to provide full bibliographic references for all publications as part of your application.

## PROVISIONS AND CONDITIONS OF THE AWARD

The tenure of the scholarship for doctorates is three years, and for research masters two years. The tenure of the award will be reduced by any previous study undertaken toward the degree at any institution.

Scholarship recipients are restricted in the amount of paid work they may undertake while receiving the award. They may not receive another similar salary or scholarship to undertake their particular research project. Minor top-up allowances are allowed.

### Part-time awards

Part-time awards are not exempt from income tax and the paid work limits are the same for part-time and full-time candidates. Applicants may apply for a part-time award on the grounds that they are prevented from studying full-time due to illness, disability, heavy care commitments of either young children or elderly/sick relatives. Applicants for part-time awards must include a statement outlining their eligibility and include appropriate documentation (e.g. medical certificates).

### Stipend

Please refer to the Graduate Research School website for information about stipend rates:

[http://www.westernsydney.edu.au/graduate\\_research\\_school/grs/scholarships](http://www.westernsydney.edu.au/graduate_research_school/grs/scholarships)

### Tuition fees

All successful domestic applicants will be awarded a funded place in the degree and will not be charged tuition fees.

Some international applicants will be charged tuition fees. Please refer to the Graduate Research School website for information about whether tuition fees will be charged for a specific project:

[http://www.westernsydney.edu.au/graduate\\_research\\_school/grs/scholarships](http://www.westernsydney.edu.au/graduate_research_school/grs/scholarships)

## OVERSEAS STUDENT HEALTH COVER (OSHC)

Overseas student health cover (OSHC) is insurance that provides cover for the costs for medical and hospital care which international students may need while in Australia. OSHC will also pay for most prescription drugs and emergency ambulance transport. If you are a student visa holder, you are required to hold a valid OSHC policy for the entire duration of your student visa. The full policy must be in place before you start your studies at Western Sydney University. You cannot purchase a yearly policy.

**It is a student visa condition that all students maintain OSHC throughout their stay in Australia.**

### Cost of OSHC (2017 rates in \$AUD)

	Single Cover (student only)	Dual Family (student plus spouse)	Multi Family (student, spouse and children)
Doctoral studies (minimum 51 months policy)	\$3,060	\$9,884	\$15,300
Master of Philosophy (minimum 27 months policy)	\$1,418	\$5,150	\$7,607

Some scholarships include funding for either the full or partial cost of the OSHC policy. You can find information about each individual scholarship and the inclusions on Graduate Research School website:

[http://www.westernsydney.edu.au/graduate\\_research\\_school/grs/scholarships](http://www.westernsydney.edu.au/graduate_research_school/grs/scholarships)

If the scholarship does not provide funding to cover the full cost of the policy, you will be required to pay the balance owing before commencing your studies.

To find out more about OSHC, please visit the Western Sydney University website:

[https://www.westernsydney.edu.au/international/home/apply/admissions/overseas\\_students\\_health\\_cover](https://www.westernsydney.edu.au/international/home/apply/admissions/overseas_students_health_cover)

## FURTHER INFORMATION AND ENQUIRIES

If you require more information about applying for admission and scholarships, please contact:

### Scholarship enquiries

Scholarships Team

Email: [grs.scholarships@westernsydney.edu.au](mailto:grs.scholarships@westernsydney.edu.au)

Phone: +61 2 4736 0966

### Admission enquiries

HDR Candidature Team

Email: [grs.admissions@westernsydney.edu.au](mailto:grs.admissions@westernsydney.edu.au)

Phone: +61 2 4736 0665

For further information about a specific scholarship or project, visit the Graduate Research School website:

[http://www.westernsydney.edu.au/graduate\\_research\\_school/grs/scholarships](http://www.westernsydney.edu.au/graduate_research_school/grs/scholarships)

## SECTION B – INSTRUCTIONS

### INSTRUCTIONS FOR COMPLETING THE APPLICATION FORM

<b>Part 1: Personal Details</b>	<p>Current or previous Western Sydney University students should indicate their student ID number.</p> <p>Please remember to inform Western Sydney University if your contact details change.</p>
<b>Part 2: Course and Enrolment Details</b>	<p>Please indicate your choice by placing a cross (X) in the relevant box.</p> <p>Candidates currently enrolled at Western Sydney University should select 'Scholarship only'.</p>
<b>Part 3: Citizenship and Australian Residency Status</b>	<p>All applicants must attach certified proof of their residency status (i.e. certified copy of visa, passport, birth certificate or citizenship papers, etc.)</p>
<b>Part 4: English Language Proficiency</b>	<p>If your first language is not English or you have completed all previous studies in a language other than English, you must demonstrate English language proficiency according to Western Sydney University requirements.</p>
<b>Part 5: Scholarship Selection</b>	<p>Please indicate the scholarship you wish to apply for. You must submit separate application forms to apply for more than one award.</p> <p>You should refer to the Graduate Research School website for information about the specific eligibility criteria, application requirements and closing date for each award:</p> <p><a href="https://www.westernsydney.edu.au/graduate_research_school/grs/scholarships">https://www.westernsydney.edu.au/graduate_research_school/grs/scholarships</a></p>
<b>Part 6: Academic Qualifications</b>	<p>You must include all attempted tertiary level courses.</p> <p>It is important to indicate at 'Course Type' whether the degree was conducted by coursework or independent research. If the coursework program contained a research component, please estimate what proportion (%) of the whole degree the project/s represented.</p> <p>All applicants must attach certified copies of testamurs (certificates of graduation) and academic transcripts for all courses showing subjects undertaken and marks obtained. Transcripts must be submitted for all attempted courses, regardless of whether the course was completed.</p>
<b>Part 7: Proposed Research</b>	<p>Prior to submitting your application, you are advised to contact the nominated academic to discuss the project and receive advice about a research proposal.</p>
<b>Part 8: Additional Supporting Information</b>	<p>Provide any additional research experience, summer research projects, research outcomes such as publications, exhibitions, performances or conference presentations and any relevant work experience. You may include a resume or attach extra sheets as necessary.</p> <p>Publications should be listed in full including all bibliographic details (journal, authors, dates, page numbers, ISSN/ISBN numbers, etc). Conference presentations should include details of the name, date and location of the conference and if the paper was published in proceedings.</p> <p>You may be asked to forward full copies of publications later, but you should not include them with your application.</p>
<b>Part 9: Previous Scholarship Support</b>	<p>You must indicate if you have previously received an Australian Government award, such as an Australian Postgraduate Award or International Postgraduate Research Scholarship.</p>
<b>Part 10: Academic Referees</b>	<p>Provide details of referees who are familiar with your recent academic work or research. Western Sydney University reserves the right to contact your referees if required.</p>
<b>Part 11: For International Students Only</b>	<p>International Students must complete this section in its entirety.</p>

## SECTION C – APPLICATION FORM

### 1. PERSONAL DETAILS

Student ID number

Title

Family name (*as stated on your passport*)

First name(s) (*as stated on your passport*)

Preferred name

Gender

Male

Female

Date of Birth

DD / MM / YYYY

Postal address

Unit no.	<input type="text"/>	Street no.	<input type="text"/>
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Street name	<input type="text"/>
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Suburb	<input type="text"/>
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State	<input type="text"/>	Postcode	<input type="text"/>
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Country	<input type="text"/>
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Residential address (*If different from postal address. Post office box numbers are not acceptable.*)

Unit no.	<input type="text"/>	Street no.	<input type="text"/>
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Street name	<input type="text"/>
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Suburb	<input type="text"/>
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State	<input type="text"/>	Postcode	<input type="text"/>
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Country	<input type="text"/>
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Daytime phone number

Mobile phone number

Email address (*must be provided*)

### 2. COURSE AND ENROLMENT DETAILS

I am a **domestic applicant** and applying for:

A scholarship and admission to:

the Doctoral program

the Master of Philosophy program

I am currently enrolled in a research program at Western Sydney University and wish to apply for a scholarship only.

I am an **international applicant** and applying for:

A scholarship and admission to:

the Doctoral program

the Master of Philosophy program

I am currently enrolled in a research program at Western Sydney University and wish to apply for a scholarship only.

### 3. CITIZENSHIP AND AUSTRALIAN RESIDENCY STATUS

- I am an international student. *If yes, you must attach a certified copy of your Passport.*
- I am of Aboriginal or Torres Strait Islander descent. *If yes, you must attach evidence.*
- I am an Australian or New Zealand citizen. *If yes, you must attach a certified copy of your Birth Certificate, Citizenship Certificate or Passport.*
- I am an Australian Permanent Resident. *If yes, you must attach a certified copy of your Permanent Residency Visa.*

Date you arrived in Australia

Date Permanent Resident status granted

Type of Visa

### 4. ENGLISH LANGUAGE PROFICIENCY

If English is not your first language or you have completed all previous studies in a language other than English, Western Sydney University requires you to demonstrate satisfactory proficiency in the English language.

Is English your first language?

Yes  No, my first language is:

Please indicate which of the following applies to you:

I have been studying in Australia or in a country where English is an official language. If you are, or have been, studying in Australia, Western Sydney University will consider studies undertaken within the past two years in assessing English language proficiency.

Please indicate below the qualification you have completed or are currently studying.

- Senior secondary or Year 12 qualification (e.g. HSC).
- University Pathway Program (e.g. Western Sydney University College).
- Tertiary study in Australia (e.g. Bachelor or Diploma studies).
- Secondary or tertiary study in a country where English is an official language.
- Other:

Name of course

Name of institution

Country

Duration

Start date

End date

Note: For visa application purposes, the Australian Government may require proof of English proficiency and may only accept certain types of English proficiency tests. For more information visit: <http://www.border.gov.au/Trav/Stud>.

- I have completed/I intend to sit an English language proficiency test (IELTS/TOEFL). You must submit a certified copy of your IELTS or TOEFL results. Your English language proficiency test must be no more than two years old at the time of commencement of the course at Western Sydney University.

Date of IELTS/TOEFL test taken or to be taken:

TOEFL Overall Score

TWE (Test of Written English Score)

IELTS Overall Score

IELTS Reading

IELTS Listening

IELTS Writing

IELTS Speaking

## 5. SCHOLARSHIP SELECTION

Please find this information on the specific scholarship advertisement on the Graduate Research School website:

[https://www.westernsydney.edu.au/graduate\\_research\\_school/grs/scholarships](https://www.westernsydney.edu.au/graduate_research_school/grs/scholarships)

Scholarship code

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Scholarship title

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School / Institute / Centre

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Scholarship closing date

DD	/	MM	/	YYYY
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## 6. ACADEMIC QUALIFICATIONS

Provide details of all degrees completed, attempted but not completed, or for which you are currently enrolled. You must attach a certified copy of your academic records. Evidence provided must indicate the current status of the degree (e.g. in progress, completed, awarded) and your results for each subject/unit.

UNDERGRADUATE - include current enrolment				
Course Title	Institution	Years of Study	Part-time / Full-time	Completed Yes / No

It is important to indicate at Course Type whether you conducted independent research during your postgraduate studies, and what proportion (%) of the degree the projects represented.

POSTGRADUATE - include current enrolment					
Course Title	Course Type Research / Coursework	Institution	Years of Study	Part-time / Full-time	Completed Yes / No

Were any of the courses completed outside of Australia?  Yes  No

Course

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Language of instruction

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Did any of the courses listed above contain a research component?  Yes  No

Course

Word length

Title

If any of the courses listed above (undergraduate or postgraduate) were not completed, please list your reasons for not completing. If you wish to transfer from another institution to Western Sydney University, please list your reasons for wishing to transfer.

Course Title	Reasons for not completing / Reasons for transfer

## 7. PROPOSED RESEARCH

### Currently enrolled candidates:

Principal supervisor name

Project title

Current students should attach a timeline for completion and details of your progress.

### Proposed candidates:

You are required to contact the academic(s) nominated in the scholarship advertisement to discuss the project and your eligibility before applying.

Who have you contacted to discuss the project?

1.

2.

3.

## 8. ADDITIONAL SUPPORTING INFORMATION

Are you able to provide additional information to support your application?

Have you attached details of research experience additional to any courses listed at Part 6?  Yes  No

Have you attached details of publications and/or other research output?  Yes  No

Have you attached other supporting documentation (e.g. CV, resume, etc.)?  Yes  No



## 9. PREVIOUS SCHOLARSHIP SUPPORT

Have you previously received an Australian Government award?  Yes  No

Name of award

Year awarded

Tenure of award

Years

Months

Awarded by which institution or agency?

Have you been awarded a scholarship to undertake your proposed studies?  Yes  No

Name of award

Tenure of award

Years

Months

Awarded by which institution or agency?

Does this award provide a living allowance or stipend?  Yes  No \$  AUD per annum

Does this award provide for tuition fees?  Yes  No \$  AUD per annum

## 10. ACADEMIC REFEREES

Please provide the contact details of two academic referees who are familiar with your recent academic work.

### Referee 1

Name

Daytime phone number

Country

Email address

### Referee 2

Name

Daytime phone number

Country

Email address

## 11. FOR INTERNATIONAL CANDIDATES ONLY

Country of Birth

Country of Permanent Residency

Country of Citizenship

Passport Number

Have you ever had a visa application revoked, cancelled or refused for Australia or any other country?

No  Yes (please provide date, details, and copies of documents)

Location of visa submission

City  Country

Application address details (this is your permanent address in your home country.)

Unit no.  Street no.

Street name

City

Country  Postcode

Daytime phone number

Mobile phone number

Are you currently in Australia?

No  Yes (please provide your visa type, expiry date and attach a certified copy of your visa)

Student visa  Temporary visa subclass:  Expiry date:

Have you been excluded from an Australian University in the past two years?

No  Yes (please provide date, details, and copies of documents)

Do you have any relatives (including a spouse, parents or children) currently living in Australia?

No  Yes, they are Australian Citizens  Yes, they are Permanent Residents

Have you read and understood the financial requirements to cover yourself and any family members travelling with you for the duration of your stay in Australia for living costs, tuition costs and school costs for any school-aged children?

<https://www.westernsydney.edu.au/international/fees>

Yes  No

Do you have access to funds to cover your tuition costs, you and your family's accommodation and other living costs, schooling costs for any school-aged children and travel costs to and from Australia?

Yes  No

What is your source of funding?

Parents  Other relatives in home country  Bank loan  Employer  Relatives in Australia  Potential scholarship

Other (please specify)

Representative's contact details (if applicable)

Name

Agent's Branch of submission

Email address

Country

If you apply through a representative, you should ensure that your representative is registered with Western Sydney University to avoid delays in your application.

For details of representatives in your country, visit the website:

Representative Stamp

[https://www.westernsydney.edu.au/international/home/contact\\_international/contact/representatives\\_worldwide](https://www.westernsydney.edu.au/international/home/contact_international/contact/representatives_worldwide)

## CHECKLIST – IS YOUR APPLICATION COMPLETE?

We will not inform you of missing or incorrect documentation. Incomplete applications will not be considered.

Please use the checklist to ensure that your application is complete.

Have you completed all relevant sections of the application form?  Yes  No

Have you provided your email and phone number on the form (Part 1)?  Yes  No

### Required attachments

Is a certified copy of your residency/citizenship status attached (Part 3)?  Yes  No

Are certified copies of all tertiary certificates attached (Part 6)?  Yes  No

Are certified copies of all academic transcripts attached (Part 6)?  Yes  No

### Other attachments

Is certified proof of English language proficiency attached (Part 6)?  Yes  No

Have you attached additional supporting information (Part 8)?  Yes  No

Have you signed the declaration (next page)?  Yes  No

