

Application for Admission

Higher Degree by Research Students

- Students applying to study **Doctoral and Masters Degrees by Research** should complete this form
- Students applying to study **Doctoral Degrees by Coursework** are asked to complete the Application for Admission to a Higher Degree by Coursework form, refer to <http://research.curtin.edu.au/forms/forms.cfm#admission>
- Students applying to study **Other Degrees by Coursework** are asked to complete the Application for Admission to a Postgraduate Coursework Degree form, refer to www.prospective.curtin.edu.au

*Please print using black or dark blue pen in the spaces provided.
The personal information collected on this form will be used by Curtin University for the sole purpose of providing requested and related services. Full privacy statement available at <http://global.curtin.edu.au/legal/privacy.cfm>*

Previous Student Details

Have you previously studied at Curtin University? Yes No

Student ID (if known)

If you are a Curtin Sarawak student, please provide Sarawak ID number

Personal Details

Please provide your name, date of birth and gender as shown on your passport or birth certificate.

Title (Mr, Ms, Mrs, Dr)

Given Name/s

Any Other Names

Preferred Name

Family Name (Surname)

Name as shown in Passport or Birth Certificate

Please enter your name as shown on your passport or birth certificate. This name will appear on your Curtin Award Certificate.

Previous Name

If you have changed your name since you last applied or were last enrolled at Curtin, or if the name on your supporting documents is not the same, please enter your previous name or names and provide formal evidence of each of the name changes.

Date of Birth (DD/MM/YY)

Gender Male Female

Email and Phone Details

Please provide your current contact email and phone details (you must provide at least one phone number). Your email address will be used to contact you so ensure you provide a valid address.

Email Address	<input type="text"/>		
Home Phone	<input type="text"/>	Mobile Phone	<input type="text"/>
Work Phone	<input type="text"/>	Fax Number	<input type="text"/>

Address Details

Please provide your current contact address details.

Country	<input type="text"/>		
Address Line 1	<input type="text"/>		
Address Line 2	<input type="text"/>		
Address Line 3	<input type="text"/>		
Suburb/Town	<input type="text"/>		
State	<input type="text"/>	Postcode	<input type="text"/>

Cultural Details

Please provide your cultural details including the country in which you were born and the main language spoken at home.

Country of birth	<input type="text"/>		
	If outside Australia, what is your Year of Entry to Australia?	<input type="text"/>	
Main language spoken at home	<input type="text"/>		

Are you of Aboriginal descent? Yes No

Are you of Torres Strait Islander descent? Yes No

Citizenship and Residency Details

Please indicate your current citizenship status. If you do not currently hold a visa but intend to apply for one, please indicate your citizenship status based on the visa you intend to apply for.

- Australian Citizen
- New Zealand Citizen
- Permanent Resident of Australia (but not an Australian citizen)
(Note: If you do not have Australian permanent residency status and apply for and obtain this status at any stage during the application process, you will need to advise Curtin International and your Faculty Graduate Studies Officer immediately.)

Country of Citizenship

Date Residency was granted

Did you meet your residency requirements for citizenship more than one year ago? Yes No

Will you be residing in Australia during the study period? Yes No

- Holder of an Australian Permanent Humanitarian Visa, or intend to apply for a Permanent Humanitarian visa

Date Residency was granted

Did you meet your residency requirements for citizenship more than one year ago? Yes No

Will you be residing in Australia during the study period? Yes No

- Holder of an Australian student visa, temporary resident visa or visitor visa, or intend to apply for one of these visas

Country of Citizenship

Permanent Overseas Address Details

Address Line 1

Address Line 2

Address Line 3

Suburb/Town

State Postcode

Country

- Overseas student residing overseas

Country of Citizenship

If you are Malaysian and wish to study at Curtin Sarawak please provide your Identification Card (IC) Number

Sponsor Name

If you expect your tuition fees to be paid by a sponsor direct to the University, please enter the sponsor name. (Please attach sponsorship letter if available.)

Agent Details

If you are lodging this application via an agent registered with Curtin University please answer the following questions about the agent. (Note: An agent is a registered education agency/company who has provided you with information about Curtin University and course admission information (e.g. entry requirements, tuition fees, student visa, how-to-apply, etc.).

Agent Name:

Agent Office : If the agency operates offices in more than one country, please enter the country that your office is in.

Agent Code: Please enter the Agent Code as supplied by Curtin University.

English Language Proficiency

All applicants must meet Curtin's English language requirement. Please indicate which test/s you have sat or intend to sit and attach documentary evidence. The documentary evidence must be a copy of the original document or, for international students only, this may be a certified copy from a registered agent of Curtin University.

IELTS

TOEFL

GCE 'O' level

CUTE

Other

If you do not meet Curtin's English language entry requirements do you wish to be considered for an English language course?

Yes No

Previous and Current Study Details

Please provide details of all previous study, including secondary and tertiary qualifications, as well as any current studies you are completing.

Please provide copies of your academic transcripts. If your transcript does not clearly show the course has been completed, please provide a copy of your Award Certificate.

Institution Name	Qualification Name (E.g. "Bachelor of Science, Honours I", Postgraduate Diploma in Computing".)	Duration of Study	
		First Year	Last Year

Have you previously been enrolled in a Higher Degree by Research (HDR) at the same level? Yes No

At which Institution?

Date of withdrawal from your previous HDR

Course Details

Course Title (e.g. Doctor of Philosophy)

Major area of study (e.g. Chemistry)

How do you intend to study? Full-time Part-time
(Note: International students studying in Australia can only study full-time.)

What is your intended study mode? Internal External

Do you intend to study at an Australian campus? Yes No

If yes, what campus? (e.g. Bentley, Perth City)
(Note: Students studying externally can only do this via the Bentley campus.)

If no, if relevant, please indicate the offshore Partner Institution (e.g. Curtin Sarawak) and Campus (e.g. Miri) where you intend to study

Partner Institution

Campus

When do you wish to start your study?

Year Study Period
(e.g. Research Term 1, Research Term 2)

Supervisor

You are encouraged to identify a potential supervisor in your specific area of interest and contact them to discuss your research and project development.

If you have consulted with a potential supervisor via the Register of Supervisors (<http://www.curtin.edu.au/research/futurestudents/register/register.cfm>) prior to lodging this application, please provide their name.

Thesis Title

Please enter your proposed Thesis Title.

Research Proposal

Please provide a research proposal (maximum of 2 pages) which briefly describes the field you intend to research. Please refer to the online Guidelines for the Research Proposal at <http://research.curtin.edu.au/guides/hdrguidelines/admission.cfm#proposal>.

Curriculum Vitae

Please provide a copy of your Curriculum Vitae (CV) or resume to support your application which has been prepared using the required template available online at

<http://research.curtin.edu.au/guides/forms/forms.cfm#cv>.

The CV template allows you to indicate details of your past employment, publications and referees.

Scholarships

DOMESTIC STUDENTS

Do you wish to be considered for an [Australian Postgraduate Award \(APA\)](#) or [Curtin University Postgraduate Scholarship \(CUPS\)](#)?

If yes, your application for admission **will not be considered until the scholarship application period of 1 August to 31 October**. Successful applicants will be advised by the end of December and must commence by 31 March of the following year, having met all conditions of offer.

If no, your application for admission will be considered now.

Yes No

If you wish to be considered for a scholarship you may want your application to be considered on the basis that you are in an Equity Target Group

(http://eesj.curtin.edu.au/education.html#equity_target). If so, please provide a statement outlining the grounds on which you wish to be assessed as well as any supporting documentation.

If you wish to be considered for a scholarship a referee report is required from each of the two referees you have named in your Curriculum Vitae (CV) or resume. Please download two copies of the required Referee Report template at

<http://research.curtin.edu.au/guides/forms/forms.cfm#scholarship> to provide to your two referees.

They will return their Referee Report directly to the Manager, Scholarships as directed on the document.

If you are not awarded a scholarship do you still wish to be considered for admission to your chosen degree?

Yes No

Do you intend to apply for another scholarship advertised on <http://scholarships.curtin.edu.au>?

Yes No

If yes, please provide the name of the scholarship.

INTERNATIONAL STUDENTS

Do you intend to apply for a China Scholarship Council scholarship? Yes No

Do you wish to be considered for an [International Postgraduate Research Scholarship \(IPRS\)](#) or [Curtin International Postgraduate Research Scholarship \(CIPRS\)](#)?

If yes, your application for admission **will not be considered until the scholarship application period of 1 June to 31 August**. Successful applicants will be advised by the end of October and must commence by 31 March of the following year, having met all conditions of offer.

If no, your application for admission will be considered now.

Yes No

If you wish to be considered for a scholarship a referee report is required from each of the two referees you have named in your Curriculum Vitae (CV) or resume. Please download two copies of the required Referee Report template at

<http://research.curtin.edu.au/guides/forms/forms.cfm#scholarship> to provide to your two referees.

They will return their Referee Report directly to the Manager, Scholarships as directed on the document.

If you are not awarded a scholarship do you still wish to be considered for admission to your chosen degree?

Yes No

Do you intend to apply for another scholarship advertised on <http://scholarships.curtin.edu.au>?

Yes No

If yes, please provide the name of the scholarship.

Applicant Declaration

Please read the following Applicant Declaration and sign below to indicate you agree.

Admission Application

- I declare that I have read the instructions on this application and that the information I have provided is accurate and complete.
- I acknowledge that if I do not provide the requested information, Curtin University may not be able to assess my application for admission.
- I authorise Curtin University to obtain further academic information or official student records from any educational institution or recognised educational qualifications assessment body as necessary.
- I authorise Curtin University to verify my employment history for the purpose of making an informed decision about my application where my work experience is relevant.
- I understand that Curtin University is not responsible if any educational body or institution does not supply my academic or work history records.
- I acknowledge that Curtin University reserves the right to vary or reverse any decision regarding admission or academic progress made on the basis of incorrect, incomplete or fraudulent information.
- International students: If I do not meet all the University's entry requirements, I authorise the University to provide my full application to Curtin approved pathway providers for consideration for a preparatory program (Foundation/Diploma). I understand that successful completion of this program will help qualify me for admission into specified courses of Curtin University.

Privacy

- I agree that Curtin University may collect and disclose personal information about me for the purposes of assessing my application, creating a record on its student database, undertaking statistical analysis, providing data to Government Departments as required by law, for verification of study loads, for remission of debt and to further inform me about relevant courses and events.
- I understand that the information will be accessed by third parties engaged by the University to perform services on its behalf, such as but not limited to the Fund Manager of the ESOS Assurance Fund, pursuant to obligations under the Education Services for Overseas Students Act 2000 and the National Code of that Act for international students. Where personal information is to be provided to a third party, the third party will be required to sign a confidentiality agreement.
- International students: I accept that information supplied in this application may also be made available to a Curtin University overseas representative to provide assistance with my application.
- International students: I accept that information supplied in this application may be made available to the University's preferred Overseas Student Health Cover provider to assist with my health insurance.
- I acknowledge that I have the right to access and amend personal information which Curtin University holds about me, subject to exceptions in relevant privacy legislation. To access personal information contact the Freedom of Information Coordinator at foi@curtin.edu.au. A charge may apply for providing access.
- I understand that I can obtain further information concerning the Curtin University Privacy Policy at <http://global.curtin.edu.au/legal/privacy.cfm>.

Signature of Student

Date

(DD/MM/YY)

Agent Declaration

This section only applies if the person submitting this application is not the applicant

- I certify that I am an authorised representative for Curtin University, that I have been authorised to act on behalf of this applicant and that the applicant has been made aware of their requirements under this Declaration.

Signature of Agent

Date

(DD/MM/YY)

Application Checklist

Important checklist to ensure a quick response to your application.

- Make sure you have attached your Curriculum Vitae (using the required template available online at <http://research.curtin.edu.au/guides/forms/forms.cfm#cv>), complete with names of two academic referees.
- Make sure you have contacted the Enrolling Area and/or a potential supervisor via the Register of Supervisors (<http://www.curtin.edu.au/research/futurestudents/register/register.cfm>) to discuss your planned program prior to submitting this application.
- Make sure you have attached your brief research proposal (maximum two pages) describing the research you wish to undertake, as outlined in the online Guidelines for the Research Proposal at <http://research.curtin.edu.au/guides/hdrguidelines/admission.cfm#proposal>.
- Enclose original or copies of all previous qualifications including award certificates (if applicable) and academic transcripts with grading system descriptions. (Not required for qualifications undertaken at Curtin.)
- If you are an Australian Citizen or Australian Permanent Resident, please include proof of residency status.
- If you are Malaysian and studying at Curtin Sarawak, please enclose a copy of your Identification Card (IC).
- If your previous studies do not meet Curtin's standard English requirements, enclose copies of your English language qualifications or details of English language proficiency.
- If your academic transcripts are in a language other than English, enclose English translations.
- Enclose copy of evidence for change of name.
- Read and sign the Applicant Declaration.

Lodging your Application

Please complete this form and return to the relevant Faculty Graduate Studies Officer or the International Office. Staff will acknowledge your application within 14 days however please note that in some instances applications can take up to 4 weeks to assess.

IMPORTANT: If you apply by fax or email, offers can only be made once original or copies of documentation and your original signature are sighted by Curtin staff. Facsimile copies of documents are not acceptable. Supporting documentation will need to be mailed once a conditional offer has been made.

For Domestic students and International students not planning on studying in Australia, please submit your Application to the relevant Faculty Graduate Studies Officer

Bentley Campus		Sarawak Campus	
Kent Street, Bentley	Telephone	Malaysia	Telephone
Centre for Aboriginal Studies, c/o	9266 2593	Curtin Sarawak,	+60 85 44 3925
Faculty of Humanities		Malaysia	
Curtin Business School, Building 616	9266 4301		
Faculty of Health Sciences, Building 400	9266 7652		
Faculty of Humanities, Building 209	9266 2593		
Faculty of Science and Engineering, Building 314	9266 7303		
If posting your application please send to relevant Faculty Graduate Studies Officer at the following postal address			
Curtin University of Technology		Curtin University of Technology	
GPO Box U1987		Admission and Enrolment	
Perth WA 6845		CDT 250, 98009	
		Miri, Sarawak	
		Malaysia	

For International students applying to study in Australia, please submit your Application to Curtin International.

Bentley Campus	Telephone	Postal Address
Kent Street, Bentley		Curtin University of Technology
Curtin International	9266 7331	GPO Box S1512
		Perth WA 6845
Via Email: IOOnline@curtin.edu.au		

Agent's Stamp (in English including address, phone, email)

Counsellor's name _____

Email address _____

CURTIN USE ONLY To be completed by Authorised staff in Enrolling Area

Basis for Admission

Please select the applicable admission category, as per Section 3(d) of Rule 10: Degree of Doctor by Research and Rule 11: Degree of Master by Research:

Masters

- Graduated with, or qualified for, the award of the degree of Bachelor with First Class Honours or Second Class Honours within the University.
- Graduated with, or qualified for, the award of Postgraduate Diploma within the University.
- Graduated with, or qualified for, the award of the degree of Bachelor within the University, with a superior performance, together with relevant and substantial work experience.
- Obtained equivalent qualifications from another institution which are recognised by tertiary admissions authorities in Australia and which are deemed to be equivalent to, or a substitute for, any of the Qualifications prescribed in the three points listed above.

Doctoral

- Graduated with or qualified for the award of the degree of Master within the University which requires the completion of a publicly available thesis or research project to an acceptable standard.
- Graduated with, or qualified for, the award of the degree of Bachelor with First Class Honours or Upper Second Class Honours within the University.
- Graduated with or qualified for the award of the degree of Bachelor and completed a Postgraduate Diploma or its equivalent, or completed a Master's degree by Coursework, with, in both cases, a course-weighted average of not less than seventy percent within the University and demonstrated the capacity to undertake significant research.
- In exceptional circumstances:
 - (i) graduated with or qualified for the award of the degree of Bachelor;
 - (ii) has substantial:
 - i. relevant peer-reviewed publications or conference papers, or exhibitions; and/or
 - ii. research experience; and
 - (iii) demonstrated the capacity to undertake significant research.

NOTE: An Application for Admission based on this criterion must be approved by the Associate Deputy Vice-Chancellor, Research Training.
- Obtained qualifications from another institution which are recognised by tertiary admission authorities in Australia and which are deemed to be equivalent to, or a satisfactory substitute for, any of the qualifications prescribed in the first three points listed above.
- Enrolled in a research Master's degree for the equivalent of at least one semester full-time, and shown exceptional ability in the conduct of the early stages of the research project which is clearly capable of being extended and converted to Doctoral level.
Conversion of enrolment from Master's to a Doctoral program requires the approval of the Faculty Graduate Studies Committee.

Liability Category

Please indicate the relevant liability category

- International Student–Offshore
- International Student–Onshore
- International Student–Partner
- Research Training Scheme

Interim Thesis Committee

- Nomination of a Chairperson and Supervisor is essential at time of Admission.
- A Co-Supervisor must be an academic member of staff or hold an adjunct position. Applications for an adjunct position can be lodged with Human Resources using the appropriate form.
- External Associate/Co-Supervisors must complete the "Starting Advice", "Registration of an University Associate" and "Confidentiality and Compliance Agreement for University Associates" forms. Signing of these forms constitutes agreement of the signatory to supervise the student.
- Please give full postal address if nominee is external to Curtin, and Enrolling Area for internal supervisors.

Chairperson (Essential) *(must be a member of Curtin salaried academic staff)*

Name _____

Professional Position _____

Enrolling Area _____

Highest Academic Qualification _____

Is this person on the Register of Supervisors? Yes No
(<http://research.curtin.edu.au/about/register/register.cfm>)

If yes, Registration Details Doctoral & Masters, **or** Masters Only **AND** Level 1, **or** Level 2

Supervisor (Essential) *(must be a member of Curtin salaried academic staff)*

Name _____ % Contribution _____

Professional Position _____

Enrolling Area _____

Highest Academic Qualification _____

Is this person on the Register of Supervisors? Yes No
(<http://research.curtin.edu.au/about/register/register.cfm>)

If yes, Registration Details Doctoral & Masters, **or** Masters Only **AND** Level 1, **or** Level 2

Co-Supervisor / Associate Supervisors *(A minimum of one person must be nominated, up to a maximum of three. A Co-Supervisor must be a member of Curtin academic staff, an adjunct fellow, or an Emeritus Professor. Associate Supervisors may all be external if appropriate. SEE NOTE ABOVE*. Please indicate if the person is a Co-Supervisor or Associate Supervisor.)*

(i) Name _____ % Contrib. _____ Co-Supervisor, **or** Assoc. Supervisor

If Co-Supervisor, Status: Academic Staff **or** Adjunct Fellow **or** Emeritus Professor
If A/Supervisor, Status: Academic Staff **or** External (University Associate)

Professional Position _____

Enrolling Area/Organisation _____

Highest Academic Qualification _____

Supervisory
Experience _____

Is this person on the Register of Supervisors?

Yes No

(<http://research.curtin.edu.au/about/register/register.cfm>)

If yes, Registration Details

Doctoral & Masters, or
 Masters Only

AND

Level 1, or
 Level 2

(ii) Name _____

% Contrib. _____

Co-Supervisor, or
 Assoc. Supervisor

If Co-Supervisor, Status:

Academic Staff or Adjunct Fellow or Emeritus Professor

If A/Supervisor, Status:

Academic Staff or External (University Associate)

Professional Position _____

Enrolling Area/Organisation _____

Highest Academic Qualification _____

Supervisory
Experience _____

Is this person on the Register of Supervisors?

Yes No

(<http://research.curtin.edu.au/about/register/register.cfm>)

If yes, Registration Details

Doctoral & Masters, or
 Masters Only

AND

Level 1, or
 Level 2

(iii) Name _____

% Contrib. _____

Co-Supervisor, or
 Assoc. Supervisor

If Co-Supervisor, Status:

Academic Staff or Adjunct Fellow or Emeritus Professor

If A/Supervisor, Status:

Academic Staff or External (University Associate)

Professional Position _____

Enrolling Area/Organisation _____

Highest Academic Qualification _____

Supervisory
Experience _____

Is this person on the Register of Supervisors?

Yes No

(<http://research.curtin.edu.au/about/register/register.cfm>)

If yes, Registration Details

Doctoral & Masters, or
 Masters Only

AND

Level 1, or
 Level 2

Facilities and Resources

It is confirmed that the Enrolling Area will provide the following facilities and resources, consistent with the University's document outlining *Essential Facilities for Higher Degree by Research Students* and *Rule 10: Degree of Doctor by Research* and *Rule 11: Degree of Master by Research*, for the proposed research program:

- Staff expertise to supervise the student
- Equipment for experimentation
- Literature and library resources
- Consumables necessary to carry out the research (e.g conduct experiments or surveys)
- Satisfactory arrangements for maintaining appropriate level of face-to-face contact (see Rules, Section 4(f))
- Adequate space including access to a desk, chair and adequate storage space for books, reference materials etc for students studying on-campus

Confirmation

I certify that the above information is correct.

Name of Enrolling Area
(e.g. Department of Computing)

Position of Authorised Officer Head of Enrolling Area
 Postgraduate Coordinator

Name of Authorised Officer

Signature of Authorised Officer

Faculty Graduate Studies Committee Decision

Qualification Assessment

Please indicate status of applicant

- Qualified
- Not Qualified
- Qualified with conditions
 - Subject to provision of certified documents
 - Subject to providing final transcripts and award certificates
 - Subject to satisfying the University English competency requirements
 - Subject to successful completion of current studies qualification
 - Other

Outcome

Date of FGSC Meeting
(DD/MM/YY)

FGSC Resolution Number

OR
Date of Executive Approval
(DD/MM/YY)

Please indicate status of application

Approved

Notes:

Not approved

Reasons:

Confirmation

Signature of Chair, FGSC:

Date
(DD/MM/YY)

Signature of Sec., FGSC:

Date
(DD/MM/YY)