Griffith University Exchange Program Incoming Application form

Griffith UNIVERSITY
Queensland, Australia

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➔ Please print in BLOCK LETTERS.

➔ Do not use this form if you are a citizen of Australia or New Zealand
or a permanent resident of Australia.

➔ This application form must be accompanied by an official letter of nomination from your home university.

1   Personal details

Title: ☐ Mr ☐ Mrs ☐ Ms ☐ Miss Other: _____

Your name (as shown on your passport): _____

Family name: _____

Given names: _____

Preferred name: _____

Date of birth: ____ / ____ / ____ (day/month/year)

Gender: ☐ Male ☐ Female

Your citizenship/residential status:

Citizenship: _____

Country of birth: _____

Home university address: _____

City: _____ State: _____

Country: _____ Post/zip code: _____

Name of Exchange Coordinator: _____

Exchange Coordinator's email address: _____

How did you hear about the program? _____

Permanent address in home country: _____

City: _____ State: _____

Country: _____ Post/zip code: _____

Phone:

Country code: _____ Area code: _____

Local number: _____

Phone number in home country (if different from above):

Country code: _____ Area code: _____

Local number: _____

Fax (if available):

Country code: _____ Area code: _____

Local number: _____

Email: _____

Passport Number: _____

2   Proposed Study Program

I would like to study at: ☐ Gold Coast ☐ Logan ☐ Mount Gravatt ☐ Nathan ☐ QCA ☐ QCGU for ____ semesters, in Year ____
☐ Semester 1 (Feb–Jun) ☐ Semester 2 (Jul–Nov) Please ensure the courses you have selected are available at this campus.

3   Proficiency in English

Is English your first language? ☐ Yes ☐ No

Were your secondary/undergraduate studies conducted in English?
☐ Yes ☐ No   (If yes, attach certified document.)

Have you taken an English proficiency text in the past two years

or are you intending to take one? ☐ Yes ☐ No

If yes, name and test: _____

Attach the original or certified true copy of your result. The University's TOEFL code for direct receipt of the test results is 9619.

Please enter this on your test paper.

4   Educational record

Qualification e.g. GCE, BA	School/Institution	Country	Duration	Date completed / expected to complete

5   Course selection

Please list at least six Griffith courses. A normal course load is usually four courses, however it is important to have more than four approved courses as we are unable to guarantee your course of choice. All students admitted into the Griffith Exchange Program will enrol in their approved courses before arrival. **Please note:** A course code consists of four numbers and three letters (e.g. 1001AMC).

I wish to study the following courses (in order of preference):

Semester 1 (Feb – June)

Preference	Course code	Course name	Campus	Course approval (office use only)
1				
2				
3				
4				
5				
6				

Semester 2 (July – Nov)

Preference	Course code	Course name	Campus	Course approval (office use only)
1				
2				
3				
4				
5				
6				

7   Checklist

☐ Have you included your official letter of nomination from your home university?

☐ Have you filled out the application form completely and correctly?

☐ Have you attached original or certified true copies of your most recent academic transcript? (Provide certified translations if transcripts are not in English.)

☐ Have you provided evidence of English proficiency?

☐ Have you listed six courses in order of preference for each semester you will study at Griffith? (Ensuring you have the appropriate background and chosen courses available at you chosen campus.)

☐ Have you signed the declaration on this form?

9   Students are to return the application to:

Study Abroad & Exchange Office, Griffith University International Office
Griffith University, Nathan Campus, Kessels Road, Nathan QLD 4111 Australia

Telephone: + 61 7 3735 4004
Facsimile: + 61 7 3735 6646
Email: exchange@grifffith.edu.au
Internet: www.griffith.edu.au/international

8   Declaration and Signature

I declare that to the best of my knowledge the information that I have supplied in this application is correct and complete. I understand that if I provide incorrect or incomplete information this may result in the cancellation of my offer and/or my enrolment. I recognise that it is my responsibility to provide all necessary documentary evidence of my qualifications, studies and experience. I authorise the University to obtain further information where necessary.

I am aware of the tuition and living costs associated with studying in the course and am able to meet these expenses for the duration of my study. I understand that Griffith University or the Australian Government are unable to help me if I run short of funds.

Signature:	Date: / /

The information provided by the student to the University may be made available to Commonwealth and State agencies, pursuant to obligations under the ESOS Act 2000 and the National Code.

The University is required under s19 of the ESOS Act 2000, to tell the Department of Immigration and Multicultural and Indigenous Affairs about:

▶ certain changes to the student's enrolment; and

▶ any breach by the student of a student visa condition relating to attendance or satisfactory academic performance