

Application for Admission to Undergraduate External Program

Read this application carefully, complete all sections and ensure that supporting (certified) documents are attached. Please write in BLOCK letters using a blue or black pen.

Personal Details

Family Name:

Given Name (s):

Date of Birth / /
DAY MONTH YEAR

Title (Mrs, Miss, Ms, Mr, etc) Sex M or F

Country of Birth:

Citizenship:

Country (Where you were living when you filled out this form):

Have you been previously enrolled at La Trobe University?

No Yes If yes, please provide your student ID number _____

Student Contact Details

Applicants address:

Associate Institution Contact Details:

Town/City:

Country:

Postcode:

Telephone 1:

Telephone 2:

Mobile:

Email:

Course Preference

Name of Course (e.g. Bachelor of Business)	Associate Partner Institution	Commencing Studies: Month & Year (e.g. Feb 2009)

English Language Proficiency (Please tick where applicable and attach documentary evidence)

English is my first language.

I have satisfactorily completed at least one year of a tertiary course at a college/university. (This study must have been completed within the last two years and at an academic level accepted by La Trobe University).

I have satisfactorily completed an English language subject at Year 12 or equivalent level. (This study must have been completed within the last two years and at an academic level acceptable to La Trobe University)

I have achieved an overall band score of at least 6.0 on the International English Language Testing System (IELTS) with no individual band score less than 6.0

Date of Test / /
DAY MONTH YEAR

I have achieved at least the following scores in the Test of English as a Foreign Language (TOEFL):
Paper- based Test: A minimum score of 550 with a score of 5 or better in the Test of Written English
Computer- based Test: A minimum score of 213 with a score of 5 in essay writing
Internet- based Test (IBT): A minimum of 80 with no individual score less than 20

Date of Test / /
DAY MONTH YEAR

I intend to sit for an IELTS or TOEFL test on:

Date of Test / /
DAY MONTH YEAR

I intend to sit OR have sat an alternative English Proficiency Test approved by La Trobe University:

Date of Test / /
DAY MONTH YEAR

Previous Studies

Documentary evidence of qualifications claimed **MUST** be attached (statement of results and evidence of successful completion) Documents **NOT in English** must also be accompanied by an **official certified translation**.

Secondary Studies Name of qualification (eg. A levels)	Name of Institution/School	Country	Year Commenced	Year Completed

Post-Secondary Studies Name of qualification (e.g. Diploma)	Name of Institution/School	Period of Enrolment		Completed		Language of Instruction
		From	To	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
			To	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
			To	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
			To	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

Are you currently enrolled in a tertiary course? No Yes If yes, when do you expect to qualify? _____ / _____ / _____
DAY MONTH YEAR

Are you seeking advanced standing/credits for previous studies?

No Yes If yes, must attach further details (e.g. syllabus, curriculum) for credit assessment

Employment Information

Indicate your employment experience over the past 4 years.

Year/s of Employment (e.g. 2006 – 2009)	Employer Name	Position Held	Full time (F/T) Part-time(P/T)

Any additional information relevant to your submission should be detailed and attached to your application.

Declaration and Agreement

I declare that the information provided on this form is true and complete in every detail. I authorise La Trobe University to obtain further information about me from educational and other institutions which I have attended.

I acknowledge that La Trobe University reserves the right at any stage to vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information.

I acknowledge that, if I am offered a place, I must confirm my acceptance as specified in the University's letter of offer.

By completing this form, I am providing my personal information to La Trobe University and consent to the University using and disclosing my personal information in accordance with the University's Privacy Statement on the University's web site at www.latrobe.edu.au/international

Signature _____ Date _____

Check List

- Have you answered ALL questions?
- Have you attached certified copies of all necessary documents? (e.g. transcripts / results / official translations)
- If applying for Advance Standing/ credit, have you attached the course description, syllabus/curriculum details?
- Have you signed and dated the application?
- Have you kept a copy for yourself?

Contact Details

La Trobe International
 La Trobe University
 Victoria 3086
 AUSTRALIA

Web www.latrobe.edu.au/international
 CRICOS provider number: 00115M

For all offshore enquires please directly contact La Trobe University's Associate Partner Institution