

Postgraduate Award Programs in Personal Injury

M016 – Single Unit (Professional Development)

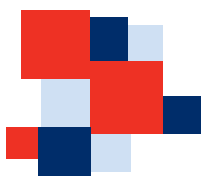
M534 – Graduate Certificate of Management (Personal Injury)

M634 – Graduate Diploma of Management (Personal Injury)

M734 – Master of Management (Personal Injury)

M736 – Master of Business (Personal Injury)

Application and Enrolment Kit



Personal Injury
Education Foundation



DEAKINPRIME
corporate education

2011 Postgraduate Studies in Personal Injury Management – Application and enrolment kit

Published by DeakinPrime
Deakin University Melbourne City Centre
Level 3, 550 Bourke Street
Melbourne Victoria Australia 3000

First edition October 2009
Reprinted with amendments September 2010, January 2011

© Deakin University 2011

The personal information on your enrolment form is collected to enable Deakin University to process your application for enrolment, to assist the University in marketing and planning activities and to enable the University to meet its reporting and other obligations to government agencies. If your application is successful the information will be used to manage your academic progress, to communicate with you and to allow you to use the University's services and facilities. Your personal information will be disclosed to government agencies pursuant to reporting and other obligations. The University will treat your personal information in accordance with the Information Privacy Act 2000 (Vic.). If personal information is not provided on the form as requested, it may not be possible for the University to process your application for enrolment.

The University has appointed a Privacy Officer to facilitate compliance with its privacy obligations. The Privacy Officer may be contacted at privacy@deakin.edu.au.

You may gain access to the personal information held about you by the University. Requests for access are managed in accordance with the Freedom of Information Act 1982 (Vic.) and may be directed to the Manager, Freedom of Information at the University. You may view the University's privacy policy on The Guide.

This work is copyright. Apart from any use as permitted under the Copyright Act 1968, no part may be reproduced by any process without prior written permission from Deakin University.

This subject material is issued by Deakin University on the understanding that:

1. Deakin University, its officials, author(s), or any other persons involved in the preparation of this publication expressly disclaim all or any contractual, tortious, or other form of liability to any person (purchaser of this publication or not) in respect of the publication and any consequences arising from its use, including any omission made by any person in reliance upon the whole or any part of the contents of this publication.
2. Deakin University expressly disclaims all and any liability to any person in respect of anything and of the consequences of anything done or omitted to be done by any such person in reliance, whether whole or partial, upon the whole or any part of the contents of this subject material.



2011 Postgraduate Studies in Personal Injury Management

Instructions and Information for new Applicants

Section A – Personal Details and Course Selection

- New applicants wishing to complete a professional development unit should enrol into M016.
 - New applicants wishing to complete the Master of Management should commence in M534 – Graduate Certificate of Management (Personal Injury).
 - New applicants wishing to complete the Master of Business should commence in M736.
 - Applicants must complete all fields in this section of the application form.

Section B, C and D – Address and Examination information

- Applicants must complete all fields in this section of the application form.

Section E – Statistical Data Collection

- Applicants must complete all fields in this section of the application form.

Section F, G and H – Admission Requirements

Students applying for postgraduate study must satisfy the course entry requirements.

M016 – Single Unit (Professional Development)

M534 – Graduate Certificate of Management (Personal Injury)

M634 – Graduate Diploma of Management (Personal Injury)

M734 – Master of Management (Personal Injury)

Applicants must have completed a Bachelor Degree or a minimum of 5 years continuous relevant work experience, which **must** be accompanied by a personal statement, referee details and Curriculum Vitae.

Relevant work experience refers to work experience in the personal injury sector at a managerial or supervisory level and should be identified in the Curriculum Vitae which must be submitted for entry into all programs.

M736 – Master of Business (Personal Injury)

Applicants must have completed a 4 year Bachelor Degree or a 3 year Bachelor Degree with a minimum of 2 years continuous relevant work experience, which **must** be accompanied by a personal statement, referee details and Curriculum Vitae.

Relevant work experience refers to work experience in the personal injury sector at a managerial or supervisory level and should be identified in the Curriculum Vitae which must be submitted for entry into all programs.

Section I – M016/M534/M634/M734 Unit Selection

- New applicants should only select 2 units for Trimester 1, and 2 units for Trimester 2 study periods.
- New applicants should be aware of the course progression rules available at <http://www.deakin.edu.au/current-students/handbooks/2011/>.
- Before selecting a single unit (Professional Development) students should contact DeakinPrime on 03 9918 9106.

Section Ia – M736 Unit Selection

- New applicants should only select 2 units for Trimester 1, and 2 units for Trimester 2 study periods.
- New applicants should be aware of the course progression rules available at <http://www.deakin.edu.au/current-students/handbooks/2011/>.

Section Ib – Elective Unit Selection

- A list of available elective units is available on page 7 of the application form. Please write your desired unit code in the space provided.

Additional Unit Information

XGR703 & XGR705 Injury Management

These units are conducted through Griffith University and require completion of part 2 of this form.

XGR703 (7020HSV) Injury Management is designed for applicants that do not have a current caseload.

XGR705 (7024HSV) Injury Management is designed for applicants who have a current caseload and contains a face-to-face assessment component.

MPM740 Scheme Policy and Design

This unit contains both pre and post online learning, group work and a three day compulsory residential component.

MPM741 Scheme Assessment and Economics & **MPM742** Claims Management Strategy

This unit contains both pre and post online learning, group work and a compulsory residential component. These units must be taken together unless completed as professional development.

MPM706/MPR706 Strategic Management

This unit has a prerequisite of six postgraduate units successfully completed prior to enrolment or currently undertaking the sixth unit.

Residential units

MPR code denotes residential versions of the unit. A residential subject contains a six day intensive learning environment along with pre and post work. If you wish to enrol in a residential unit you must complete an expression of interest as well as marking on this form (units MPM740/741/742 do not require an expression of interest). Expressions of interest can be made at <http://www.deakin.edu.au/buslaw/dbs/residentials>.

Course Advice & Unit Selection

Prior to enrolment into any unit it is suggested that applicants check unit requirements and assessment information at <http://www.deakin.edu.au/current-students/handbooks/2011/>.

Applicants can also contact DeakinPrime for assistance on course advice and unit selection.

Section J – Sponsorship Authorisation

- Applicants must complete all fields in this section of the application form.

Section K – Student Declaration

- Applicants must complete all fields in this section of the application form.

Part 2 – Griffith University Application Form

- All applicants completing XGR703 or XGR705 must complete the Griffith University Application contained within this section and return to DeakinPrime.

DeakinPrime Contact Details

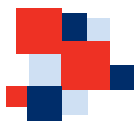
Project Coordinator

Personal Injury Management Helpdesk

PIMHelpdesk@deakinprime.com

Tel: 03 9918 9106

Fax: 03 9918 9001



2011 Postgraduate Studies in Personal Injury Management

Student ID number

--	--	--	--	--	--	--	--	--	--

Application and enrolment form Trimester 1 and Trimester 2, 2011

A

Please complete all sections in clear BLOCK LETTERS

I am seeking entry to (tick one)

- M016 Non Award (Single Unit – Professional Development)
- M534 Graduate Certificate of Management (Personal Injury)
- M634 Graduate Diploma of Management (Personal Injury)
- M734 Master of Management (Personal Injury)
- M736 Master of Business (Personal Injury)

Have you previously studied or trained with DeakinPrime or Deakin University?

Yes No

If YES, please indicate your Student ID Number above.

Title	Family name	Given names
Date of birth	Sex (M or F)	Professional title
Name of company sponsoring your studies		

In order to receive your student card, affix photograph here. Write your name on the back of the photograph.

Photograph must be taken against a light background.

B

Postal address (course materials will be sent to this address). If using your work address, please include company name.

Company name		
Level, number & street		
Suburb/town	State/country	Postcode
Work phone	Work fax	
Mobile phone	Email	

C

Home address

Number & street		
Suburb/town	State/country	Postcode
Home phone	Home fax	

D

Exam centre

Exam centre allocation should be based on my:

Postal address Home address

OFFICE USE ONLY												
Student ID number	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>											Correspondence Category DP4
EXAM CENTRE	ALTERNATE PERSON ID											
LOCATION CODE	Person ID Type 1 PIEF	Person ID Type 2										

2011 Statistics

- Your enrolment cannot be completed if these statistics are not provided
- These statistics are required by the Department of Education, Employment and Workplace Relations (DEEWR) pursuant to Subdivision 19-70(1) of the *Higher Education Support Act 2003*. The statistics are collated and provided to DEEWR and do not identify individual students

01 Are you of Aboriginal or Torres Strait Islander descent?

- No
- Yes—Aboriginal
- Yes—Torres Strait Islander
- Yes—Aboriginal and Torres Strait Islander

02 What is your citizenship status during this year?

- Australian Citizen
- New Zealand Citizen (see 03)
- Permanent Humanitarian Visa Holder (proof required—see 03)
- Permanent Visa Holder (not Humanitarian—see 03)
- Temporary Entry Permit Holder
- Other status

03 If you are a student who is a New Zealand Citizen, has Permanent Residence status, or is the holder of a Permanent Humanitarian Visa, select a statement that best describes your circumstance below.

- You are residing inside Australia for the Semester or outside Australia as a requirement of the course.
- You are residing outside Australia for the Semester but not because of a requirement of the course.

04 In what country is your permanent home address?

Australia Postcode

Other country Name

05 In what country is your residence during the year?

Australia Postcode

Other country Name

06 In what country were you born?

Australia

Other country Name

Year of arrival in Australia

07 Do you speak a language other than English at your permanent home residence?

Yes No Language

08 If you are an Australian school leaver, what was your home postcode in your last year of Secondary School?

Declaration

I hereby declare that the information provided is correct and complete

Signature _____ Date / /

09 Please indicate your parents/guardians gender and highest level of education.

Parent 1 Parent 2

Male Male

Female Female

Parent 1 Parent 2

Postgraduate qualification

Bachelor degree

Other post school qualification

Complete year 12 or equivalent

Did not complete year 12 or equivalent

Completed year 10 or equivalent

Did not complete year 10 or equivalent

Not sure

10 What is the highest attainment of education you completed prior to this course? (Select one only)

- A complete higher education postgraduate course
- A complete higher education bachelors degree course
- A complete higher education sub-degree course
- An incomplete higher education course
- A complete final year of secondary education course (at school or TAFE)
- A complete other qualification or certificate of attainment or competence
- No prior educational attainment
- A complete TAFE (VTE) award course
- An incomplete TAFE (VTE) award course

Last year of enrolment was:

11 If you have undertaken prior undergraduate studies please provide the name of the institution at which you studied?

12 Do you have a disability, impairment or long-term medical condition which may affect your studies?

Yes No

13 If 'Yes' to '12', please indicate the area(s) of impairment?

- Hearing Learning
- Mobility Vision
- Medical Other

14 If 'Yes' to '12', would you like to receive advice on support services, equipment and facilities which may assist you?

Yes No

Name of enrolling student

Family name

Given names

F

Admission Criteria for Postgraduate Studies

To demonstrate that you meet the course admission requirements, please submit:

- Referee details
- Personal Statement
- Option A, B or C with the supporting documentation required

Your enrolment cannot be processed unless all documentation is submitted, and the admission criteria is satisfied.

I am seeking entry under (tick one):

Option A – Bachelor degree

Option B – at least 5 years relevant work experience

Option C – **M736 only.** *Completion of a four year Bachelor degree or a three year Bachelor degree with a minimum of two years relevant work experience.*

Option A

Previous Tertiary Qualifications

Qualification	University	Year Awarded

Please attach a **certified** copy of your official transcript (not certificate) indicating successful completion of a Bachelor degree as well as a current copy of your CV.

Option B

Please attach a curriculum vitae that demonstrates a minimum of five years relevant work experience. The CV should identify key management and/or supervisory responsibilities.

Option C – M736 only

Previous Tertiary Qualifications

Qualification	University	Year Awarded

Please attach a **certified** copy of your official transcript (not certificate) indicating successful completion of a Bachelor degree as well as a current copy of your CV.

Relevant Work Experience

If you choose Options A, B or C, you are required to attach a curriculum vitae that demonstrates a minimum of two years relevant work experience. The CV should identify key management and/or supervisory responsibilities.

G

Referees

Please nominate two managers who will verify you have the ability and commitment to undertake postgraduate study. Provide referee details in the table below.

Name:
Company Name:
Title:
Address:
Phone:
E-mail:

Name:
Company Name:
Title:
Address:
Phone:
E-mail:

H

Personal Statement

Regardless of which option you have chosen above, please provide a statement of your reasons for wishing to undertake postgraduate units. Structure your answer in terms of the skills you wish to attain for your current position and for your career development. Your personal statement should be submitted in letter format and attached to this application.

Name of enrolling student

Family name

Given names

Please indicate the unit(s) you wish to enrol in.

M534 – GRADUATE CERTIFICATE OF MANAGEMENT (PERSONAL INJURY) – Year 1

Unit Code	Unit Name	Trimester 1	Trimester 2	Office Use Only
XGR703	Injury Management (Griffith University, cross-institutional) <i>Please refer to Part 2 of this application form</i>	<input type="checkbox"/>	*	
OR				
XGR705	Injury Management (Griffith University, cross-institutional) <i>Please refer to Part 2 of this application form</i>	*	<input type="checkbox"/>	
MPA751	Financial Reporting and Analysis	<input type="checkbox"/>	<input type="checkbox"/>	
OR				
MPR751	Financial Reporting and Analysis (Residential)	<input type="checkbox"/>	*	
MPM740	Scheme Policy and Design <i>(Distance study containing a residential component)</i>	*	<input type="checkbox"/>	
Elective	Please enter unit code here (see p. 7) _____	<input type="checkbox"/>	<input type="checkbox"/>	

M634 – GRADUATE DIPLOMA OF MANAGEMENT (PERSONAL INJURY) – Year 2 All units in M534 (4 units), plus

Unit Code	Unit Name	Trimester 1	Trimester 2	Office Use Only
MPM741	Scheme Assessment and Economics [^] <i>(Distance study containing a residential component)</i>	<input type="checkbox"/>	*	
AND				
MPM742	Claims Management Strategy [^] <i>(Distance study containing a residential component)</i>	<input type="checkbox"/>	*	
MPM706	Strategic Management <i>(Pre-requisite of six completed units apply)</i>	<input type="checkbox"/>	<input type="checkbox"/>	
OR				
MPR706	Strategic Management (Residential) <i>(Pre-requisite of six completed units apply) (also offered Trimester 3)</i>	<input type="checkbox"/>	*	
Elective	Please enter unit code here (see p. 7) _____	<input type="checkbox"/>	<input type="checkbox"/>	

M734 – MASTER OF MANAGEMENT (PERSONAL INJURY) – Year 3 All units in M534 & M634 (8 units), plus

Unit Code	Unit Name	Trimester 1	Trimester 2	Office Use Only
MPI702	Applied Business Project	*	<input type="checkbox"/>	
MPK711	Strategic Customer Service	<input type="checkbox"/>	*	
MPR707	Change Management (Residential) <i>(also offered Trimester 3)</i>	<input type="checkbox"/>	*	
OR				
MMH707	Managing Transitions and Change	<input type="checkbox"/>	*	
Elective	Please enter unit code here (see p. 7) _____	<input type="checkbox"/>	<input type="checkbox"/>	

[^] These units contain both online learning and a residential component and must be taken together unless taken as a professional development unit.

* Units not available in this study period.

Course rules and structure

Please refer to <<http://www.deakin.edu.au/current-students/handbooks/2011/>> or the Information Booklet for Postgraduate Award Programs in Personal Injury available online at <<http://www.deakinprime.com/deakinprime/content/students/default.aspx>>.

Internet access

Deakin University employs online technologies in many aspects of teaching and learning, student support, administration and general communication. Students are expected to participate actively in the University's online communications by accessing the Deakin website and their Deakin email account on a regular basis.

Residential units

Please log on to <www.deakin.edu.au/buslaw/dbs/residentials> to register your interest. **Expressions of interest are NOT required for MPM740, MPM741, MPM742.**

Important dates	Trimester 1, 2011	Trimester 2, 2011	Trimester 3, 2011
<i>Enrolments open</i>	Monday, 1 November 2010	Thursday, 31 March 2011	Monday, 15 August 2011
<i>Enrolments close</i>	Friday, 28 January 2011	Tuesday, 7 June 2011	Monday, 10 October 2011
<i>Unit commencement date</i>	Monday, 7 March 2011	Monday, 11 July 2011	Monday, 14 November 2011
<i>Census date</i>	Thursday, 31 March 2011	Monday, 15 August 2011	Thursday, 15 December 2011
<i>Unit concludes</i>	Friday, 3 June 2011	Friday, 7 October 2011	Friday, 10 February 2012
<i>Examination period</i>	Thursday 9 to Friday 17 June 2011	Thursday 13 to Friday 21 October 2011	Thursday 16 to Friday 24 February 2012

Name of enrolling student

Family name

Given names

la

M736 – MASTER OF BUSINESS (PERSONAL INJURY) Selection of 8 units from the list below

Unit Code	Unit Name	Trimester 1	Trimester 2	Office Use Only
Year 1				
XGR703	Injury Management (Griffith University, cross-institutional) <i>Please refer to Part 2 of this application form</i>	<input type="checkbox"/>	*	
OR				
XGR705	Injury Management (Griffith University, cross-institutional) <i>Please refer to Part 2 of this application form</i>	*	<input type="checkbox"/>	
MPA751	Financial Reporting and Analysis	<input type="checkbox"/>	<input type="checkbox"/>	
OR				
MPR751	Financial Reporting and Analysis (Residential)	<input type="checkbox"/>	*	
MPM740	Scheme Policy and Design (<i>Distance study containing a residential component</i>)	*	<input type="checkbox"/>	
Elective	Please enter unit code here (see p. 7) _____	<input type="checkbox"/>	<input type="checkbox"/>	
Year 2				
MPM741	Scheme Assessment and Economics [^] (<i>Distance study containing a residential component</i>)	<input type="checkbox"/>	*	
AND				
MPM742	Claims Management Strategy [^] (<i>Distance study containing a residential component</i>)	<input type="checkbox"/>	*	
MPI702	Applied Business Project	*	<input type="checkbox"/>	
MPM706	Strategic Management (<i>Pre-requisite of six completed units apply</i>)	<input type="checkbox"/>	<input type="checkbox"/>	
OR				
MPR706	Strategic Management (Residential) (<i>Pre-requisite of six completed units apply</i>) (<i>also offered Trimester 3</i>)	<input type="checkbox"/>	*	

[^] These units contain both online learning and a residential component and must be taken together unless taken as a professional development unit.

* Units not available in this study period.

lb

Elective Units – Trimester 1 and 2, 2011

Unit Code	Unit Name	Trimester 1	Trimester 2	Office Use Only
AIP740	Public Policy Analysis	<input type="checkbox"/>	*	
AIP748	Intergovernmental Relationships	*	<input type="checkbox"/>	
AIP773	Governance and Accountability	<input type="checkbox"/>	*	
AIP777	Accountability and Corporate Social Responsibility	*	<input type="checkbox"/>	
HSH701	Principles and Practice of Public Health	*	<input type="checkbox"/>	
HSH702	Contemporary Health Issues and Policies	<input type="checkbox"/>	*	
MLM706	Corporate Governance	*	<input type="checkbox"/>	
MLM761	Health and Biotechnology Law (usually only offered in Trimester 3)	*	*	
MMH707	Managing Transition and Change (Elective for M736)	<input type="checkbox"/>	*	
MPA711	Corporate Governance and Ethics	*	<input type="checkbox"/>	
MPE781	Economics for Managers (recommended prior statistics study)	<input type="checkbox"/>	<input type="checkbox"/>	
MPK711	Strategic Customer Service (Elective for M736)	<input type="checkbox"/>	*	
MPM701	Business Process Management	<input type="checkbox"/>	<input type="checkbox"/>	
MPM712	Managing Innovation	<input type="checkbox"/>	*	
MPM721	Organisational Behaviour	<input type="checkbox"/>	<input type="checkbox"/>	
MPR703	Management Communication (Residential)	<input type="checkbox"/>	*	
MPR707	Change Management (Residential) (Also offered in Trimester 3) (Elective for M736)	<input type="checkbox"/>	*	
MPR721	Organisational Behaviour (Residential)	*	<input type="checkbox"/>	
MPM722	Human Resource Management	*	<input type="checkbox"/>	
MPT722	Human Resource Management (only available as study tour version, delivered in Trimester 3, 2010)	*	*	
MPR722	Human Resource Management (Residential)	*	<input type="checkbox"/>	
MSC752	eBusiness Strategies	<input type="checkbox"/>	*	
MSC756	Project Management	*	<input type="checkbox"/>	

* Units not available in this study period.

MPR code denotes residential version of the unit. To enrol in a residential subject, please log onto <www.deakin.edu.au/buslaw/dbs/residentials>

Course rules and structure

Please refer to <<http://www.deakin.edu.au/current-students/handbooks/2011/>> or the Information Booklet for Postgraduate Award Programs in Personal Injury available online at <<http://www.deakinprime.com/deakinprime/content/students/default.aspx>>.

Internet access

Deakin University employs online technologies in many aspects of teaching and learning, student support, administration and general communication. Students are expected to participate actively in the University's online communications by accessing the Deakin website and their Deakin email account on a regular basis.

Residential units

Please log on to <www.deakin.edu.au/buslaw/dbs/residentials> to register your interest. **Expressions of interest are NOT required for MPM740, MPM741, MPM742.**

Name of enrolling student

Family name

Given names

J

Sponsor Company Authorisation#

As a company sponsored student this enrolment cannot be processed without your employer's authorisation

I confirm that all fees (including all residential related fees) relating to this student's enrolment at Deakin University (or other institution) will be invoiced to this company, as the employer.

Name of authorising person:

Title:

Email:

Phone:

Name of Company:

Billing address:

Signature of authorising person:

Date:

If you are not being sponsored for this program, please contact the Personal Injury Management Helpdesk at **PIMHelpdesk@deakinprime.com**

K

Student declaration

This form cannot be processed if the declaration below is not signed and dated by the student

I declare that to the best of my knowledge the information supplied in this application and the documentation supporting it are correct and complete. I acknowledge that the provision of incorrect information or documentation relating to my enrolment may result in withdrawal of any offer of a place and that such withdrawal may take effect at any stage of the course, at the discretion of Deakin University. I agree to abide by the Statutes, Rules and Regulations of the University. I also agree that DeakinPrime may release information on my enrolment, academic progress and results to my employer, or to such parties as directed by my employer, who is sponsoring this program.

The rules, regulations and procedures of Deakin University can be accessed on the web at www.deakin.edu.au/theguide.

Student signature:

Date:

Submission Details

Please submit your completed and signed enrolment form to DeakinPrime:

Attention: PIEF Enrolments
Deakin University Melbourne City Centre—DeakinPrime
Level 3, 550 Bourke Street
Melbourne, Victoria 3000, Australia
Facsimile (+61 3) 9918 9001

Please submit queries to: **PIMHelpdesk@deakinprime.com** or call **03 9918 9106**

OFFICE USE ONLY

FEE DETAILS

Fee type **9 H 0 .**

Set for the period starting

\$2572.00 per Deakin unit (1 credit point) X

Total fee amount \$

SPONSOR DETAILS

Sponsor Company Name

Sponsor Code

D P P I E

ADMISSION CRITERIA

Academic Transcript

Curriculum Vitae

Personal Statement

Articulation Form

APPROVAL

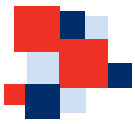
DP PC/PM

Date

DP PA/QA

Date

Applicant satisfies admission criteria



Part 2

Griffith University application for cross institutional study

Cross Institutional study means that you will be enrolled to study through another University, in this case Griffith University, Queensland. In order to enrol and study one of the core Injury Management units, please complete the following form and return it with your application to DeakinPrime. It is important to note that there is another process to complete before your enrolment is accepted by Griffith University, however, you will receive further information about this at a later date.

XGR703 (7020HSV) Injury Management

This unit is recommended for those students **who do not have access to a case load** and is only offered to Deakin students in Trimester 1 of each study period.

More Information on this unit can be found at:

http://www.griffith.edu.au/courseoutlines/OLD/hsv/2009/s1/7020HSV_3091_CO.pdf.

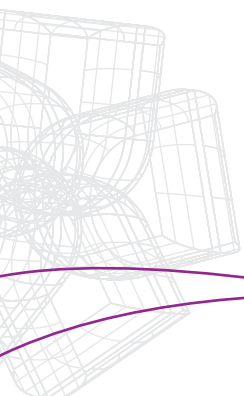
XGR705 (7024HSV) Injury Management

This unit is recommended for those students **who have access to a case load** and is only offered to Deakin students in Trimester 2 of each study period.

More Information on this unit can be found at:

http://www.griffith.edu.au/courseoutlines/OLD/hsv/2008/s2/7024HSV_3085_CO.pdf.

Please only complete the following pages if you intend to enrol in one of the above units.





APPLICATION FOR CROSS-INSTITUTIONAL STUDY AT GRIFFITH UNIVERSITY

CII

This form is to be used by students who wish to undertake studies at Griffith University for credit towards a program offered by another institution.

1. PRIOR CONTACT WITH GRIFFITH UNIVERSITY

Are you or have you ever been a student or staff member at Griffith University? Yes No

Previous Griffith Identification number:

--	--	--	--	--	--	--	--

Previous Family name if changed _____

2. PERSONAL DETAILS

Title: (Tick appropriate box) Mr Ms Mrs Miss Dr Other _____

Family Name: _____ Given Names: _____

Preferred Name: _____ Gender: Female Male Date of Birth: ___ / ___ / ___.

3. CONTACT DETAILS

Mailing Address: _____

Suburb/Town: _____ State: _____ Postcode: _____ Country: _____

Permanent Home Address: Write 'as above' if your mailing address is the same.

Suburb/Town: _____ State: _____ Postcode: _____ Country: _____

Telephone Contact: Home: () _____ Work: () _____ Mobile: _____

Email: _____

4. CITIZENSHIP STATUS

Are you an Australian Citizen? Yes No

Have you been granted a Permanent Humanitarian Visa in Australia? Yes No

If you have been granted a Permanent Humanitarian Visa in Australia, please attach a certified copy of your residency Visa contained in your Passport.

Are you a New Zealand Citizen? Yes No

Have you been granted a Permanent Residency (other than a permanent humanitarian visa) in Australia? Yes No

Country of birth: _____

If you are not an Australian or New Zealand citizen or permanent resident please complete the details below. Your application will be forwarded to Griffith International's International Office for processing.

Citizenship: _____ Type of visa currently held _____

OFFICE USE ONLY

Date received at
SAC or GSC

5. PROPOSED COURSES

Year	Sem	Course Catalogue number:	Course title (and Instrument for QCGU students):	Campus	Mode

* Select Mode: On-Campus = OC External = Ext Internet = Int

6. HOME INSTITUTION APPROVAL - HECS-HELP AND FEE-HELP STATUS

You must have this section completed by your home institution's authorised officer and must include that university's stamp or seal.

At his/her home institution this student is:

1. A Tuition fee-paying student? Yes No

If yes, is the student **assisted with FEE-HELP?** Yes No

2. A Commonwealth supported student? Yes No

If yes, is the student a:

pre-1997 Commonwealth supported student? Yes No

pre-2005 Commonwealth supported student? Yes No

2005 Commonwealth supported student? Yes No

pre-2008 Commonwealth supported student? Yes No

Is the student assisted with HECS-HELP? Yes No

Institution stamp



DEAKINPRIME
corporate education

Level 3, 550 Bourke Street
Melbourne Vic 3000

Name and position of Institution's Authorised Officer (please print):

This student has approval to undertake the nominated course(s) at Griffith University. On successful completion of the course(s) credit will be given to this student's program of study at this Institution.

signature: / /

7. STUDENT DECLARATION

I authorise the University to obtain information concerning my academic record from any school, university or other institution attended by me. I agree to inform the University promptly should I be excluded, suspended or expelled from any tertiary institution during the period of my enrolment at the University. I consent to the collection, storage and disclosure of information concerning any acts of record falsification or other irregular acts in relation to my academic record. I acknowledge that the University may vary or reverse any decision made on the basis of incorrect or incomplete information supplied by me. I authorise the University to obtain information concerning my status required under the Higher Education Support Act 2003 (HESA). I acknowledge that the University may vary or reverse any decision made on the basis of such information once obtained.

Signature: / /

OFFICE USE ONLY – COURSE CONVENOR TO APPROVE/REJECT

I HAVE CONSIDERED THIS APPLICATION AND I RECOMMEND THAT THE APPLICATION BE:

APPROVED

REJECTED

Course Convenor to sign: / /