

# Application for Admission:

## 6094 - Non-Award Program

## 6036 - Non-Award Cross-Institutional Program

Never Stand Still

### WHO SHOULD USE THIS FORM

This form should be used to apply for admission to Non-Award/Cross-Institutional Programs at the University of New South Wales at the Australian Defence Force Academy (UNSW Canberra at ADFA).

### APPLICATION DEADLINES

Closing dates for applications for admission to postgraduate coursework non-award study at UNSW Canberra are:

- 20 January for admission in Semester 1 (March commencement); or
- 20 June for admission in Semester 2 (July commencement)

Late applications will be accepted up until two weeks before the commencement of each semester when accompanied by a late application fee of AUD\$100. The late application fee is to be paid via the Online Payment Portal at

[sas.unsw.adfa.edu.au/future\\_students/Fee%20payments/Fee%20payments](https://sas.unsw.adfa.edu.au/future_students/Fee%20payments/Fee%20payments).

Once your payment receipt has been sent to you, please forward it to [sas@adfa.edu.au](mailto:sas@adfa.edu.au).

### INSTRUCTIONS

- All applicants must complete Sections 1 – 6.
- All applicants must sign the declaration in Section 6. Unsigned/incomplete applications will not be processed.
- All Defence Personnel must complete Section 7 to be eligible for Defence Funding.
- Applications are to be submitted to Student Administrative Services, UNSW Canberra at ADFA. They can be submitted via one of the following methods:

Email: [sas@adfa.edu.au](mailto:sas@adfa.edu.au)

Facsimile: +61 2 6268 8666

Mail: Student Administrative Services  
UNSW Australia (The University of New South Wales)  
UNSW Canberra  
PO Box 7916, CANBERRA ACT 2610  
Australia

## 1. Personal Details

Preferred Title:  Mr  Mrs  Ms  Other (Specify)

Service:  Army  Air Force  Navy  Defence Civilian  
(if applicable)

Rank: (full-time Defence Personnel only)

Australian Department of Defence Employee:  Yes  No

Date of Birth:  Sex:  Male  Female

Family/Last Name:

Other Names:

Former Name:   
(If you have changed your name e.g. due to marriage)

Have you been enrolled previously at UNSW?  Yes  No

If 'Yes'. Year:  Student No.

Occupation:

Mailing Address:

Postcode:  Country:

Day Phone:  Mobile:

Facsimile:  Home:

Email:

NB: Please notify Student Administrative Services if your details change prior to the commencement of your first session.

## 1. Personal Details Cont.

In the event of an emergency please contact:

Name:

Phone:

Mobile:

Email:

Address:

## 2. Student Status

Are you an Australia Citizen?  Yes  No (If 'Yes' proceed to Part 4.)

Are you a Permanent Resident of Australia?

Yes

No

Are you a NZ Citizen?

Yes

No

Country of citizenship if 'No' to all of the above:

Country of Birth:

Are you required to hold a student visa for your time in Australia?

Yes

No

Do you have a current student visa?

Yes

No

If 'Yes', expiry date:

Are you an international student paying fees yourself?

Yes

No

Are you being sponsored?

Yes

No

Name of Sponsor and Scheme/Scholarship:

NB: If sponsored, proof of sponsorship must be provided.

### 3. English Language Proficiency

*For Students from Non-English Speaking Backgrounds*

Have you completed a degree where the primary language of instruction was English?

Yes       No

If 'Yes', state the details below:

Degree:

Institution:

Years enrolled:

If 'No', have you undertaken an English Language Test in the last two years?

Yes       No

Test Name:

Date of Test:

Results:

NB: Certified copies of test results must be provided.

#### 4. Program and Course Details

If you are enrolling as a cross-institutional student, please name the institution and program towards which the course/s will count:

Program:

Institution:

I am enrolled as a:

- Defence Funded Student  
 Commonwealth Supported Student  
 Local Fee Paying Student

Course/s applied for:

UNSW Canberra Course Code (e.g. ZINT1234)	Session (e.g. S1, S2)	Course Name

NB: If a cross-institutional student, this application will not be processed without the written confirmation of your home institution stating that the course/s will be credited towards award requirements. Please supply this confirmation as soon as possible to ensure your application is not delayed.

## 5. Admission Information

Please list your Academic Qualifications:

Degrees or Diplomas Completed	Class or Grade	Program Length	Year of Graduation (if completed)	Institution

Details of Other qualifications held (memberships of professional bodies, accredited certificates etc.)

Details of other program previously attempted and not listed above:

## 6. Student Declaration

I declare that all the information supplied in this application is correct and accurate.

I certify that I have read the Instructions and understood the questions on this form and that the answers are true and correct

I understand that the University may vary or cancel any decision made on the basis of incorrect or incomplete information provided by me or my referees.

If any information is discovered to be untrue or misleading in any respect, I consent to the University collecting, storing and disclosing this information to the Australian Vice-Chancellor's Committee (AVCC) and AVCC member institutions, the Australasian Conference of Tertiary Admissions Centres (ACTAC), and any other relevant authority.

I authorise the University to obtain official records from any institution I have attended.

I understand that UNSW Canberra at ADFA may disclose the personal information I have given in this application to the Department of Education, Science and Training (DEST) and that DEST will collect and store my personal information for use in connection with the Higher Education Information Management System (HEIMS). DEST may also disclose the information to the Australian Taxation Office (ATO).

I understand that I am responsible for payment of all tuition fees by the due dates unless I have been awarded a scholarship or sponsorship, which covers these costs.

Signed

Date

NB: The University reserves the right to vary or withdraw any offer made on the basis of incorrect or misleading information.

## 7. Privacy Waiver for Defence Personnel

### ACKNOWLEDGMENT IN REGARD TO DISCLOSURE AND USE OF PERSONAL INFORMATION

I, \_\_\_\_\_,  
Name, Rank, PMKeys Number, UNSW Student ID Number (if known)

**ACKNOWLEDGE** that the University of New South Wales (UNSW Canberra) at ADFA will, in the usual course collect and disclose to the Commonwealth of Australia, represented by the Department of Defence or its agents, personal information concerning my applicant status, contact details, tuition and other financial fee status, enrolment status, academic standing status, student misconduct (including academic misconduct) and academic record.

**I CONSENT** to the disclosure of that information by the University of New South Wales to the Commonwealth of Australia or its agents.

**I UNDERSTAND** that the information disclosed by the University, in conjunction with the information listed below, will be used by the Commonwealth of Australia or its agents for the purpose of ensuring that I am properly managed and administered while in the service of the Australian Defence Organisation.

**I ACKNOWLEDGE** that the Commonwealth of Australia, represented by the Department of Defence or its agents, will collect and hold the following information:

- Applicant records;
- Contact details;
- Tuition and other financial fee records;
- Enrolment records;
- Academic standing records;
- Student misconduct records;
- Academic results from any study undertaken at any campus of The University of New South Wales from before or during any service in the Australian Defence Organisation; and
- Academic results for Defence-funded courses released subsequent to service in the Australian Defence Organisation.

**I AUTHORISE** the Commonwealth of Australia or its agents to use my student academic performance records for the purpose of validating selection procedures for attendance at the Australian Defence Force Academy.

Signed

Date