

2014 INTERNATIONAL APPLICATION FORM

GENERAL INFORMATION

All fields must be completed in order for this application to proceed for assessment
Please print clearly in BLOCK LETTERS. Please tick boxes where appropriate

1. WHO MUST USE THIS APPLICATION

- A student who is not a citizen of Australia or an Australian permanent resident or a citizen of New Zealand; and
- If you are applying for an UTS:INSEARCH English course, UTS Foundation Studies program, and/or UTS:INSEARCH diploma course.

All applicants for UTS Foundation Studies or UTS:INSEARCH diploma courses must supply the following documents with their application:

- Certified copies* of your high school results or other academic transcripts including college and university transcripts (if you have undertaken higher education studies)
- Detailed resume (if you are a mature-age applicant)
- A certified* translation of any document that is not in English
- Certified* copy of your IELTS or TOEFL results (where applicable)
- If you have changed your name, official documents confirming this must be included
- Certified* copies must be accompanied by an English translation.

*A certified copy is a photocopy signed by an authorised officer to acknowledge that they have sighted the original copy and it matches the original document exactly.

Authorised officers are:

- UTS:INSEARCH Student Centre Staff
- Staff from the institution that issued the documents
- A Justice of the Peace or Public Notary
- Staff from an Australian Embassy, Consulate or Education Centre
- Staff from an approved UTS:INSEARCH education representative office

You cannot certify your own documents, even if you belong to one of the categories listed above.

How should the authorised officer certify each document?

On the document the certifying officer must print "I certify this to be a true copy of the document shown and reported to me as the original." They must write their name, address, contact telephone number, profession/occupation or organisation. The certifying officer must date and sign the document copy and include the official stamp or seal of the certifying officer's organisation on the copy, if the organisation has such a stamp.

Important Note: The information contained in this form is correct at time of printing. Changes to fees, dates and information may change at any time without notice. Please visit www.insearch.edu.au for the latest information.

2. COURSE START DATES

UTS FOUNDATION STUDIES AND DIPLOMA SEMESTER START DATES FOR 2014			
INTAKE	START	2 SEMESTER PROGRAM ACCELERATED FINISH	3 SEMESTER PROGRAM STANDARD FINISH
Feb 2014	11 Feb 2014	5 Sept 2014	19 Dec 2014
May 2014	27 May 2014	19 Dec 2014	22 May 2015
Sept 2014	09 Sept 2014	22 May 2015	4 Sept 2015

ENGLISH LANGUAGE COURSES START DATES 2014*	
TERM	START
2014	
Term 1	13 Jan 2014
Term 2	17 Feb 2014
Term 3	24 Mar 2014
Term 4	28 April 2014
Term 5	02 June 2014
Term 6	07 July 2014
Term 7	11 Aug 2014
Term 8	15 Sept 2014
Term 9	20 Oct 2014
Term 10	24 Nov 2014
2015	
Term 1	12 Jan 2015

UTS COURSES 2014**		
SEMESTER	START	FINISH
Orientation for international students	10 Feb	21 Feb
Autumn Semester	24 Feb	27 June
Orientation for international students	21 July	25 July
Spring Semester	28 July	28 Nov

**Please check the UTS website for up-to-date semester dates.

All international students under the age of 18 must have a carer. The carer can be either an UTS:INSEARCH approved Homestay or a relative approved by the Department of Immigration and Citizenship (DIAC). All students are required to attend Orientation. Please note that if you miss the course commencement date you may not be able to access the English level of your first choice.

UTS:INSEARCH closes on Australian public holidays and for two weeks at Christmas. There is a two week break between every semester of Academic courses. The above course lengths indicate minimum duration. Applications for full-time English courses are only accepted for the full ten week terms as per the published dates.

*UTS:INSEARCH courses will not run on Australian public holidays. For more information on UTS:INSEARCH dates and Australian public holidays please visit www.insearch.edu.au

3. COURSE FEES 2014

Tuition Fees (AU\$)	English Courses	UTS Foundation Studies		UTS:INSEARCH Diploma programs (Standard - 3 Semesters and Accelerated - 2 Semesters)		Discount on package
	<ul style="list-style-type: none"> • General English (GE) • Academic English (AE) • IELTS Preparation 	Standard (3 Semester)	Accelerated (2 Semester)	Diploma of: <ul style="list-style-type: none"> • Communication (Public Relations) 	Diploma of: <ul style="list-style-type: none"> • Business • Design (Visual Communication) • Engineering • Information Technology • Science 	
2014	\$475 per week	\$27,000	\$20,000	\$25,500 per diploma (\$3,643 per subject)	\$25,500 per diploma (\$2,834 per subject)	A UTS:INSEARCH Academic package is comprised of a UTS Foundation Studies program and a UTS:INSEARCH diploma course but can also include a preliminary English course. Students undertaking a UTS:INSEARCH academic package will receive a 5% discount off the total English tuition fees (where applicable) and will also receive a 5% discount off their Diploma course fees.

To qualify, students must apply for the UTS:INSEARCH academic package program including English where necessary, and pay for all English (where applicable) and the first semester tuition fee of the UTS Foundation Studies program prior to the commencement of the English language course and/or the UTS Foundation Studies program.

The international student processing fee of AU\$250 is only payable once when an international student applies to UTS:INSEARCH for the first time.

The above diploma fees are based on no subject failures. Any diploma subject that needs to be undertaken a second time will require payment of the relevant subject fee.

7. ACADEMIC COURSE SELECTION DETAILS Select the program you would like to enrol in

UTS Foundation Studies Program

- Accelerated (2 Semester - 8 months)
(CRICOS COURSE CODE: 068815K)
(UTS COURSE CODE: C30015)
- Standard (3 Semester - 12 months)
(CRICOS COURSE CODE: 068814M)
(UTS COURSE CODE: C30014)

Please select a stream:

- Arts and Social Sciences
- Business
- Design and Architecture
- Information Technology

When do you want to start your UTS Foundation Studies program?

- February 2014 intake
- May 2014 intake
- September 2014 intake
- Nursing and Health Sciences
- Physical Sciences (Including Engineering)

Diploma Program

- Accelerated
(2 semester 8 months)
- Standard
(3 semester 12 months)

Please select a diploma pathway:

- Business
(Accelerated - CRICOS COURSE CODE: 070300G / Standard -CRICOS COURSE CODE: 053606J)
- Communication (Public Relations)
(Accelerated - CRICOS COURSE CODE: 070303E/ Standard -CRICOS COURSE CODE: 053609F)
- Design (Visual Communication)
(Accelerated - CRICOS COURSE CODE: 070306B/ Standard -CRICOS COURSE CODE: 053608G)
- Engineering
(Accelerated - CRICOS COURSE CODE: 070305C / Standard -CRICOS COURSE CODE: 070304D)
- Information Technology
(Accelerated - CRICOS COURSE CODE: 070299G/ Standard -CRICOS COURSE CODE: 053604M)
- Science
(Accelerated - CRICOS COURSE CODE: 070302F / Standard -CRICOS COURSE CODE: 070301G)

When do you want to start your diploma program?

- February 2014 intake
- May 2014 intake
- September 2014 intake

Preferred course at UTS

University course name _____

Major _____

CRICOS course Code _____

8. ACADEMIC HISTORY Full education history required - Attach certified photocopies of school, college, university certificates

LEVEL OF CURRENT AND/OR COMPLETED HIGH SCHOOL	YEARS STUDIED	NAME OF SCHOOL, COLLEGE OR INSTITUTION	QUALIFICATION COMPLETED	COUNTRY IN WHICH STUDY WAS UNDERTAKEN

Will you be sitting for end of year examinations? Yes No If yes, when will the results be available? _____

9. ACCOMMODATION DETAILS

Accommodation Fees

ITEM	DESCRIPTION	AUS 2014
Homestay	Booking Fee	\$250
	Single	\$295 per week
	Twin Share	\$265 per week
	Under 18 years of age – Single	\$345 per week
	Under 18 years of age – Twin Share	\$315 per week
Airport Welcome	-	\$150 (student only)

- All accommodation fees are subject to change without notice.
- Accommodation booking fees are non-refundable and payable once only.
- Twin share accommodation is subject to availability.
- Homestay fees include two meals per day.
- Prices include GST where applicable.
- Homestay will be arranged for a minimum of five weeks.

For further information, please contact homestay@insearch.edu.au

Do you wish for UTS:INSEARCH to arrange homestay? Yes No

If yes Single Twin share

Do you require an airport welcome? Yes No

Do you smoke? Yes No

Would you prefer Homestay with pets? Yes No

Would you prefer Homestay with children? Yes No

Do you have any allergies? Yes No

If yes, please provide details _____

Do you have any special dietary requirements? Yes No

If yes, please provide details _____

10. OVERSEAS STUDENT HEALTH COVER

The Australian Government requires students on a student visa to have Overseas Student Health Cover (OSHC) for the total duration of the student visa granted. OSHC is arranged by UTS:INSEARCH when students are enrolled, on arrival at UTS:INSEARCH.

Do you have OSHC? Yes No

If you currently hold OSHC through MEDIBANK, card number: _____

I require (please circle) single cover couple cover family cover

OSHC is a Department of Immigration and Citizenship (DIAC) requirement.

*Family includes the student, the spouse of the student and any dependant children of the student up to 18 years of age who have been authorised to enter and remain with the student and who are residing at the same place of residence as the student in Australia.

11. HOW DID YOU HEAR ABOUT UTS:INSEARCH?

School / College Australian Education Centre UTS

Embassy / High Commission Education Agent / Representative Office

Friend / Relative Exhibition/Education Event

Australian Network / Study English

Advertisement. Please specify where: _____

Other. Please specify: _____

Search Engine. Please specify: _____

12. AGREEMENT

I understand that this application form, together with the offer or provisional offer letter provided to me as a result of this application, forms a written agreement with UTS:INSEARCH. The offer or provisional offer letter identifies the program or programs in which I am to be enrolled and includes any conditions that I need to meet prior to my enrolment. It also provides an itemised account of course fees that I need to pay and the Terms and Conditions. By signing this application form, returning the acceptance form and paying the fees as detailed on the offer letter or provisional offer letter provided by UTS:INSEARCH, I am confirming my acceptance of the Terms and Conditions as well as any other conditions set out in the offer or provisional offer letter, the student handbook, prospectus and any other information provided by UTS:INSEARCH. In particular, I acknowledge agreeing to the Terms and Conditions relating to Cancellation and Refunds and Transfer of Fees to other institutions. I authorise UTS:INSEARCH to have access to the Visa Entitlement Verification Online (VEVO) system to check my visa details.

Student Signature _____ Date _____ / _____ / _____
Day Month Year
*Please ensure you use your passport signature when signing.

Print Name _____

For students under the age of 18, a parent or legal guardian signature is required.

Signature _____ Date _____ / _____ / _____
Day Month Year
*Please ensure you use your passport signature when signing.

Print Name _____

13. FOR AGENTS

I declare that the student:

- Understands the Terms and Conditions in the brochure
- Agrees to be bound by the terms and conditions stated on this form and related documents
- Agrees to be bound by all Rules and Regulations of UTS:INSEARCH. I declare that all information I have given in this application is true and correct.

Company Name _____ Agents Name _____

Country _____ City _____

Signature _____ Date _____ / _____ / _____

17. IMPORTANT:

Please read the terms and conditions contained in your offer letter before you accept your offer.

1. UTS:INSEARCH and the University of Technology, Sydney (UTS)

1.1 All courses are offered by INSEARCH Limited; ABN 39 001 425 065 (CRICOS provider code: 00859D) (UTS:INSEARCH). UTS:INSEARCH is a controlled entity of the University of Technology, Sydney. Students are enrolled as students of UTS:INSEARCH and not of UTS.

1.2 The UTS Foundation Studies program (CRICOS course code: 068815K (Accelerated) and CRICOS course code: 068814M (Standard)) is a University of Technology, Sydney (UTS) (CRICOS provider code: 00099F) program, delivered by UTS:INSEARCH (CRICOS provider code: 00859D) on behalf of UTS at its campus in Haymarket.

2. Student Privacy

2.1 UTS:INSEARCH acknowledges and respects the privacy of students. It is required under the Privacy Act 1988 (Cth) to comply with the National Privacy Principles in respect of the collection, use and disclosure of personal information from individuals.

2.2 UTS:INSEARCH collects personal information from students for the purposes of processing applications and providing services to students. This information will be disclosed to a third party (if authorised by the student in writing) and to UTS:INSEARCH and UTS where applicable.

14. CHECKLIST FOR APPLICANTS

Please attach the following documents to this application:

- Certified copies of your final high school results
- Detailed resume (if you are a mature-age applicant)
- All certified copies of your college, university transcript (if you have undertaken higher education studies)
- All certified copies of your IELTS or TOEFL results (if required)
- All certified translations of any documents that are not in English

Have you read the student academic handbook on www.insearch.edu.au?

Please note applications cannot be processed without a signature and full applicant contact details on this form. If your application is successful we will send you a letter of offer (or a Provisional Offer letter if there are any outstanding entry requirements or there is any outstanding documentation).

15. HOW TO APPLY

FORWARD YOUR APPLICATION TO:

Postal Address
UTS:INSEARCH Student Admissions
UTS:INSEARCH
PO Box K1085 Haymarket
NSW 1240 Australia

Street Address (in person)
UTS:INSEARCH Student Centre
UTS:INSEARCH
Ground Floor, 187 Thomas Street
Sydney NSW 2000

[T] +61 2 9218 8666
[F] +61 2 9281 9875
[E] Registrar@insearch.edu.au
www.insearch.edu.au

UTS:INSEARCH CRICOS provider code: 00859D
UTS CRICOS provider code: 00099F
INSEARCH Limited is a controlled entity of and pathway provider to the University of Technology, Sydney.
Company ABN: 39 001 425 065

16. ACCEPTANCE OF OFFER AND PAYMENT

- Please pay in Australian dollars (AUD\$).
- Payment to be made by bank cheque, bank draft or credit card (AMEX, VISA or MASTERCARD accepted) at Ground Floor, 187 Thomas Street, Sydney.
- Please make bank cheques payable to UTS:INSEARCH.
- On-line payment options are noted in offer letter.
- Personal cheques and cash payments are not accepted.
- **The signed Acceptance form must be forwarded with payment to UTS:INSEARCH when accepting an offer of a place.**

2.3 UTS:INSEARCH has an obligation under Commonwealth and State legislation to provide information to certain government departments.

2.4 Provision of personal information is voluntary, but if it is not provided, UTS:INSEARCH may be unable to process the student's application.

2.5 Students have a right to access and alter their personal information.

2.6 Please direct any privacy enquiries you may have to:

The Privacy Officer,
UTS:INSEARCH Limited PO Box K1085,
Haymarket NSW 1240
[T] + 61 2 9218 8600
[E] privacy@insearch.edu.au
[W] www.insearch.edu.au