

APPLICATION FOR ENROLMENT

Single Non-award

For Australian and New Zealand citizens and Permanent Residents of Australia



ENROLMENT DETAILS

Intended commencement term Refer to Note 1 for the closing dates. (Tick one box).

Term 1 Term 2 Term 3

Please enter the details for the course/s you wish to undertake. (See note 2)

Course code	Mode (Internal/External)	Course name	Term1/Term 2/Term 3 (See Note 2)

Campus of attendance (tick one box). Complete only if INTERNAL selected above. External students do not attend a campus and are automatically assigned a campus of Flexible (FLEX)

Bundaberg Emerald Gladstone
 Mackay Noosa Rockhampton

Note: Applicants intending to study at an international campus should NOT use this form. Please contact the international campus of your choice for application information.

Examination centre. Refer to <http://examinations.cqu.edu.au> for the list of active examination centres

PERSONAL DETAILS

Title Mr Mrs Ms Miss Dr Other

Family name	Previous family name (see Note 4)
Given names	

Date of birth (DD/MM/YY) / / **Gender** Male Female

Home address		
Town/city	State	Postcode
Postal address (if different)		
Town/city	State	Postcode
Country		
Telephone number	Mobile	
Facsimile number	Email address	

Have you been enrolled at CQUniversity previously? Yes No Student number (if known)

Are you the first in your family to attend tertiary education? Yes No

DOCUMENTS REQUIRED

Certified copies of relevant educational qualifications eg Senior Secondary School Certificate, TAFE/Trade Certificates, previous tertiary studies must be submitted with your application. Where an applicant is seeking admission based on employment experience a statement of service, or a signed reference outlining the position held, duties performed, length and dates of service is required. Self-employed experience must be supported by a similar statement from an accountant, solicitor or tax agent. A resume is not sufficient proof of experience. **To be admitted, an applicant must show that they satisfy normal entry and prerequisite requirements for admission to the program from which the course/s selected are drawn.** Certification may be obtained from a Justice of the Peace or a Commissioner for Declarations.

STATISTICAL INFORMATION

This information is required by the Australian Government. The information must be completed correctly to ensure that your enrolment is processed. Please indicate your answer by placing a tick in the boxes where appropriate.

Are you an Aboriginal, Torres Strait Islander or of South Sea Islander origin? (tick one box)

- Aborigine
 Torres Strait Islander
 Of both Aboriginal and Torres Strait Islander descent
 South Sea Islander
 None of these

Citizenship status during the term (select one only).

- Australian Citizen
 New Zealand Citizen
 Permanent Resident of Australia
 Holder of a Permanent Humanitarian Visa

In what country is your **PERMANENT** home residence?

In what country is your residence **DURING THIS TERM**?

In what country were you born? If not Australia, in which year did you arrive?

Do you speak a language other than English at your **PERMANENT** home residence? Yes No

If 'yes' what is the main non-English language spoken at your permanent home residence?

What is your highest educational attainment?

	Last year enrolled	Completed	Not completed
Postgraduate level (PhD, Masters, Postgraduate Diploma or Postgraduate Certificate)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bachelor level	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sub-degree level (Associate degree, Advanced Diploma, Diploma at an institution other than a TAFE)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TAFE Award course	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other qualification, certificate of attainment or competence	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Final year of secondary education at a school or TAFE	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Education level of your parents or guardians

These questions are about the highest level of education completed by your parents or guardians.

Please answer about the people (up to two) who, during all (or most) of your school years, were your parents or guardians. If you have more than two, answer about those you have spent the most time with.

Parent/Guardian 1

- Male
 Female
 No parent/guardian

What is the highest level of education **COMPLETED** by your parent/guardian 1? (Tick one)

- Postgraduate qualification (eg graduate diploma, masters degree, PhD)
 Bachelor degree
 Other post-school qualification (eg associate degree, diploma, advanced diploma, completed apprenticeship, VET/TAFE certificate)
 Completed Year 12 schooling*
 Completed Year 10 schooling* continued at school, but didn't complete Year 12 schooling
 Completed Year 10 schooling*
 Didn't complete Year 10 schooling (includes completed primary schooling only, or did not go to school)
 Don't know

*or equivalent

Parent/Guardian 2

- Male
 Female
 No parent/guardian

What is the highest level of education **COMPLETED** by your parent/guardian 2? (Tick one)

- Postgraduate qualification (eg graduate diploma, masters degree, PhD)
 Bachelor degree
 Other post-school qualification (eg associate degree, diploma, advanced diploma, completed apprenticeship, VET/TAFE certificate)
 Completed Year 12 schooling*
 Completed Year 10 schooling* continued at school, but didn't complete Year 12 schooling
 Completed Year 10 schooling*
 Didn't complete Year 10 schooling (includes completed primary schooling only, or did not go to school)
 Don't know

*or equivalent

SUPPORT SERVICES

Do you have a disability, impairment or long term medical condition which may affect your studies? Yes No

If 'yes' please indicate the area(s) of impairment

Hearing Vision Mobility Learning Medical Other

If 'yes' would you like to receive advice on support services, equipment and facilities which may assist you? Yes No

DECLARATION

(You must sign this declaration otherwise your application will be returned to you)

I agree to obey the rules of CQUniversity. I declare that to the best of my knowledge the information supplied herein is correct and complete. I acknowledge that the submission of incorrect or incomplete information may result in a cancellation of enrolment at any stage. I recognise that it is my responsibility to provide all necessary documentary evidence of my qualifications, studies and experience and hereby authorise the University to access my results from other institutions directly or through QualSearch when assessing this application. (Students are required to note that the University reserves the right to collect, store and disclose information concerning any acts of record falsification or other irregular acts in relation to a student.) I hereby also give written consent to the University to provide details of my enrolment to DEEWR or other government agencies to whom the information must be provided under Australian law.

Applicant's signature

Date

IMPORTANT NOTES

1. Closing dates

TERM 1
(March – June)
31 January

TERM 2
(July – October)
15 June

TERM 3
(November – February)
20 October

Please note that a Single Non-Award Enrolment application is valid for one academic year only. Students wishing to continue their enrolment at CQUniversity in years subsequent to the year of original enrolment, must submit a new application by these Closing Dates.

2. Course enrolment

In CQUniversity terminology, a 'course' is a subject or unit of study. Please check course, term and campus availability in the CQUniversity Handbook at <http://handbook.cqu.edu.au> before entering your selection. If accepted, you are enrolled BY THE UNIVERSITY. Students are required to pay FULL FEES, which are applicable to the Faculty which delivers the course. Students are not eligible for a Commonwealth supported place and generally not eligible for FEE-HELP.

NOTE: If you decide not to proceed with your enrolment, and your enrolment is not cancelled by the last date to drop for the term of the enrolment (see Calendar of Principal Dates at <http://handbook.cqu.edu.au/>), you will be liable for the full fees incurred. CONTACT THE STUDENT CONTACT CENTRE DIRECTLY ON <http://contactus.cqu.edu.au> or 13 27 86 TO DROP COURSES.

4. Previous name

Applicants who have previously been enrolled at CQUniversity or its antecedents (UCQ, UCCQ or CIAE) under a different name to the one in which they are now applying, OR applicants whose supporting documents are not in the applicant's current name (as it appears on this application form) must include a certified copy of the relevant documentation validating the name change, eg marriage certificate, deed poll or decree nisi.

CHECKLIST

- Completed **ALL** sections of the Application Form
- Signed the Declaration
- Attached **certified** documentary evidence, as required, in support of application
- Attached **certified** copy of proof of name change (if applicable)
- Addressed application to:
Student Contact Centre
CQUniversity Australia
Building 5, Bruce Highway
Rockhampton QLD 4702

If you have any queries, please contact the Student Contact Centre on 13CQuni 13 27 86 or <http://contactus.cqu.edu.au>.

OFFICE USE ONLY

Stud No	Load	Sub Cat
App No	Campus	Act Reas
Prog Code	Mode	DB Entry

To Faculty	Interim	Offer
Ret Faculty	Ack	Rej/L

Accept (A) / Reject (R) Assessor..... Date

Comments

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