



UNDERGRADUATE APPLICATION FOR ADMISSION 2015 – SYDNEY CAMPUS

This form may NOT be used for the Early Offer Program

Please tear out before completing. Applicants MUST refer to the application information whilst completing this form.

Please use BLOCK/CAPITAL letters, indicate with "N/A" where questions are not applicable and tick boxes where appropriate.

1. INITIAL APPLICANT INFORMATION

1.1 Title Surname/Family name First name Second/Middle name

Preferred first name Date of birth Gender Male Female

1.2 Home address

Number and street

Town/Suburb State/Country P/Code

Telephone (home) Telephone (work)

Mobile Email (PRINT CLEARLY)

1.3 Notification address This is the address for all correspondence during the application process (print as above if the same as 1.2)

Number and street

Town/Suburb State/Country P/Code

Telephone (home) Telephone (work)

1.4 Please state your country of birth

If you were not born in Australia, please indicate the day, month and year of your arrival in Australia

Please state the year permanent residency or Citizenship was granted

Applicants with permanent residency approval must have arrived in Australia before submitting their application.

1.5 Citizenship and residency status (Note: Evidence of citizenship/residency status must be provided if requested)

Please tick the appropriate box

- Australian Citizen Australian Permanent Humanitarian Visa Holder Australian Permanent Resident New Zealand Citizen
 Diplomatic or consular representative of New Zealand, or the spouse or dependent relative of such a representative Other

If you ticked 'Other', you are considered to be an international student and are required to complete a separate application form – do not complete this form. Contact the Prospective Students Office for further details on +61 2 8204 4404 or at sydney@nd.edu.au.

1.6 Aboriginal and Torres Strait Islander background

Please tick the appropriate box

- Neither Aboriginal nor Torres Strait Islander origin Of Aboriginal origin
 Of Torres Strait Islander origin Of Aboriginal and Torres Strait Islander origin

1.7 Additional background information

Religion

1.8 Languages spoken Please list all languages spoken at home in order of use

1. 2. 3. 4.

1.9 Special circumstances

Medical/Disability support required? Yes No If yes, please describe

1.10 Previous Notre Dame study Have you been a student previously at Notre Dame? Yes No

If yes, what was your student number?

2. STUDY PREFERENCES

2.1 Course preferences Please refer to page 51 of this Admissions Guide for course information

1. Course name Course code
 2. Course name Course code
 3. Course name Course code

Major (List one only. Please note this can be changed at your enrolment.)

2.2 Commencement of study program Semester One, 2015 Semester Two, 2015

2.3 Mode of study Full-Time Part-Time

3. TYPE OF APPLICANT

3.1 Are you completing Year 12 in 2014? Yes No (go to part 3.2)

Are you an elite athlete? * Yes No

Are you completing the International Baccalaureate (IB) program? Yes No

Are you an interstate applicant? Yes No

Are you completing enough units to be eligible for an ATAR? Yes No

Name of School Town/Suburb State

BOSTES Student Number (eight digits) Year of Completion

Please note: by signing the declaration at the end of this form, applicants are authorising the University to access their results from the Board of Studies

Year 11 Semester Two results

Year 12 Semester One results

HSC subject	Grade/Mark/Rank	HSC subject	Grade/Mark/Rank
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

3.2 If you have completed Year 12 in the past 5 years and are using these results please include them here

ATAR/UAI/OP/IB results Year of Completion

3.2.1 Have you applied for the Educational Access Scheme (EAS) through UAC? Yes No If Yes, provide a certified copy of your UAC approval letter

3.3 Do you have an incomplete or complete bachelor degree or are you a current or previous TAFE/Registered Training Organisation (RTO) student? Yes No (go to part 3.4)

Year last enrolled	Name of institution	Course title	Completed?		Date of completion		Currently enrolled?	
			Yes	No	Year	Semester	Yes	No
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.4 If you have not completed any of parts 3.1–3.3, please complete this question

Have you completed, or do you intend to complete the Special Tertiary Admissions Test (STAT)? Yes No

Date of test? • • A **certified copy** of your results must be provided to the University when available

Please note that **BOTH** the Multiple Choice and Written English tests must be taken.

Multiple Choice Result Written English Result

4. EMERGENCY CONTACT (It is the student's responsibility to ensure these details are kept current throughout the period of enrolment at the University)

This person should be a close relative/friend and in a position to respond to any action the University deems appropriate in relation to your welfare.

Name Relationship

Number and street

Town/Suburb State/Country P/Code

Telephone (home) (work) Mobile

* You must provide Elite Athlete documentation in accordance with the criteria. Refer to http://www.nd.edu.au/downloads/EAFU_Brochure-FA1.pdf

5. FURTHER APPLICANT INFORMATION – NON ACADEMIC

Notre Dame affiliation Please indicate if you have an affiliation with Notre Dame

Name	Years of involvement	Type of involvement (eg: staff member, alumnus)
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Work experience (full-time, part-time)

Period	Employer/Organisation	Position/Duties
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Community involvement

Period	Organisation	Involvement
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Church involvement

Period	Church/Organisation	Involvement
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Leadership (current or previous)

Period	Organisation	Involvement
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

6. PERSONAL STATEMENT (compulsory) Attach to the application a personal statement of approximately 300 words in length. Your statement should address your reasons for applying to Notre Dame and motivations for pursuing your course of interest.

6.1 Curriculum vitae (optional) Applicants may submit their curriculum vitae, especially if it provides relevant information not covered elsewhere in this application.

6.2 Criminal conviction Please indicate whether you have been convicted of a criminal offence. Yes No

This information will be treated in the strictest confidence. You are not obliged by law to disclose any spent convictions as defined in the Criminal Records Act 1991 (NSW). Please note that ability to obtain a current approved police clearance is a prerequisite for some courses.

7. DOCUMENTATION CHECKLIST

Check that you have included the following relevant documentation with your completed Application Form.

Unless stated, inclusion of these documents is a requirement of application.

School Leaver Applicant

- Final Year 11 and all available Year 12 Reports (copy only) – only if submitting prior to receiving HSC result
- Personal Statement
- School Reference Form (optional)
- Supporting Documentation (optional)

If you have already completed the HSC:

- Certified copy** of ATAR Advice Notice* **AND** **Certified copy** of HSC Record of Achievement; **OR**
- Certified copies** of your International Baccalaureate (IB) results

Non-School Leaver Applicant

- Personal Statement
- Supporting Documentation (optional)
- Certified copy** of Transcripts and/or Certificate of completion of post-secondary study (including University, TAFE/RTO transcripts etc.); **OR**
- Certified copy** of STAT Results (Written English and Multiple Choice)

* Please note that all transcripts and results (apart from Year 11 and 12 reports) must be certified (see Glossary for definition)

* Please also note that no original documents will be returned and applications and all related documents will remain the property of The University of Notre Dame Australia.

Continued overleaf

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All applicants please note:

- If you submit an incomplete application, or do not include all required documentation, the processing of your application will be delayed until the missing information is received by the University.
- You may include other RELEVANT documentation that supports your application.
- Please do not include more than EIGHT pages of supporting documentation.
- Your Application for Admission and other documents **should not** be bound in files or display folders.
- Please also note that no original documents will be returned and applications and all related documents will remain property of The University of Notre Dame Australia.
- The Admissions Office reserves the right to ask any applicant to sit the IELTS exam as deemed necessary.
- A certified copy is a photocopy that has been signed and dated by an authorised certifying agent (eg: JP, principal, postmaster, pharmacist)
- If you are required to send documents to the University after your original submission, please attach to these documents a cover letter with your name, address and date of birth clearly stated.

8. APPLICATIONS MUST BE SENT OR DELIVERED TO:

The University of Notre Dame Australia
Admissions Office
PO Box 944
Broadway NSW 2007

OR

(Street Address)
The University of Notre Dame Australia
140 Broadway
Broadway NSW 2007
Telephone: (02) 8204 4430

PLEASE NOTE that posting an application is no guarantee of receipt. We strongly recommend that applicants deliver their application in person or send by registered mail. **Applications are not accepted via fax or email.** All applications must be received by the Admissions Office. Please DO NOT deliver it to any other Notre Dame School or department. Any enquiries regarding the status of your application should be addressed to sydney.admissions@nd.edu.au or (02) 8204 4430.

9. DECLARATION

It is a legal requirement that you sign the Application Form having read and accepted the declaration below:

- I have read the Application Form and the Application Guide carefully, in its entirety, and have included the appropriate documentation.
- I declare that all information included in my application is factually correct and fairly presented. I understand that if any of the information included here is found to be false, the University reserves the right to vary or reverse any decision made in regards to my application or enrolment. I also understand that the University reserves the right to provide details of the false information to other universities or educational institutions or any other authority which the University considers is appropriate to inform.
- I am aware that most courses available are offered on a fee-paying basis.
- I understand that proof of citizenship or permanent residency must be presented if requested by the University.
- I authorise the University to obtain results information from BOSTES and/or any educational institution attended by me currently or in the past.
- I understand that it is my responsibility to ensure that the application is received by the University.
- Privacy Statement: The information provided in this form will only be used for the administrative or educational purposes of the University, or in accordance with your specific consent. The University will not disclose your personal information to a third party unless required to or permitted by law or where you have consented to the disclosure. Information relating to how the University collects, uses or discloses your personal information and how you may complain about the University's handling of your personal information is contained in the University's Privacy Policy at www.nd.edu.au/privacypolicy. You have a right to access your personal information that the University holds about you and to seek its correction. If you wish to access your personal information or inquire about the handling of your personal information, please contact the relevant Campus Registrar via email studentadmin@nd.edu.au
- I understand that, upon submission of this application and/or my subsequent enrolment at Notre Dame, the University may inform my secondary school of my course of study.

Applicant's signature

Date (dd/mm/yyyy)

 • • **10. AUTHORISATION TO ACT ON YOUR BEHALF**

If you wish to authorise a relative or friend to act on your behalf in your absence, please complete the following declaration:

I,

hereby authorise

whose signature appears below, to act on my behalf in my absence in all matters relating to my application for admission to The University of Notre Dame Australia.

Applicant's signature

Date (dd/mm/yyyy)

 • •

Authorised person's signature

Date (dd/mm/yyyy)

 • •

Relationship

Confidential password

(for verification purposes)

Period of authorisation**From** (dd/mm/yyyy) • **to** (dd/mm/yyyy) •