

Admission to Honours



Murdoch
UNIVERSITY

Please read the instructions on the last page of this form

Student ID number (If you are a current or former Murdoch student please complete)

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1. Personal Details

Title Surname

Given Names

Gender (M or F) Date of Birth/...../.....

Previous Name

(If applicable. Note if any of your academic transcripts contain a different name, you are required to provide a **certified copy** of proof of name change – photocopies are not acceptable. See Application Form Instructions on back page for further information)

Email

2. Postal Address

No/Street

Suburb

State/Country Post Code

Home Phone Work Phone

Facsimile Mobile

3. Home Address

No/Street

Suburb

State/Country Post Code

Home Phone

You must notify the University immediately of any change of address.

Office Use Only

Rec Date Callista Input Stats

Admission Process Category

Pref 1

Course Code Location Mode Type

Basis for Adm Funding Source Fee Cat

Advanced Standing

Pref 2

Course Code Location Mode Type

Basis for Adm Funding Source Fee Cat

Advanced Standing

Documentation Checklist (tick)

Name change certified	<input type="checkbox"/> Y	<input type="checkbox"/> N
Citizenship	<input type="checkbox"/> Aust	<input type="checkbox"/> PR
Honours Proposal	<input type="checkbox"/> Y	<input type="checkbox"/> N
Transcript supplied	<input type="checkbox"/> Y	<input type="checkbox"/> N
Transcript certified	<input type="checkbox"/> Y	<input type="checkbox"/> N
Degree Award proof	<input type="checkbox"/> Y	<input type="checkbox"/> N
Degree Award certified	<input type="checkbox"/> Y	<input type="checkbox"/> N

Make an Offer Do Not Make an Offer

Offer/Non-Offer entered by Date

4. Application Details

Please print clearly the names of the Honours Course for which you are applying (eg. Bachelor of Science in Molecular Biology; Bachelor of Science in Sustainable Development or Bachelor of Arts in Sustainable Development; Bachelor of Arts in History; Bachelor of Commerce.) If you are a current or former Murdoch student please include the Course Code if known.

Preference 1

Name of Course

Internal Full Time Internal Part Time External

Preference 2

Name of Course

Internal Full Time Internal Part Time External

5. Citizenship

Are you an Australian citizen, Permanent Resident of Australia, or a New Zealand citizen?

Yes

No

If No, please contact Murdoch International.

Web: <http://www.international.murdoch.edu.au>

Telephone: (61-8) 9360 7539

6. Previous Tertiary Education

(including Murdoch University studies)

Enter details of all formal studies attempted, both now and previously.

Fully certified documentary evidence is required for non Murdoch studies, in order for your application to be processed. See Application Form Instructions on page 4 for further information.

Course/Qualification	Institution	Year Completed	Are documents attached and certified?

If you are currently enrolled at Murdoch University list unit codes below, eg N368 (include Summer unit or ISC)

7. Final Checklist

Use this checklist to ensure that you have completed ALL the steps necessary for your application. You may not be considered if your application is incomplete.

- Tick if you have completed ALL relevant sections of this application form
- Tick if you have included certified photocopies of ALL relevant documentation
- Tick if you have completed the Statistical Details section of this form (next page)
- Tick if you have completed the Honours Proposal using the template provided with this form
- Tick if you have signed the Declaration

8. Declaration

Please note that there are considerable penalties for making a false declaration by providing misleading or untrue information to the University.

I declare that the information supplied in this application and the accompanying documentation supporting it are correct and complete. I acknowledge that the provision of incorrect information or documentation relating to my application may result in withdrawal of any offer of a place and, if admitted to the University, cancellation of my enrolment.

I authorise Murdoch University to obtain further information about me from educational and other institutions, which I have included in this application and/or accompanying documentation.

I understand that Murdoch University may disclose the personal information I have given in this application (and supporting documentation) 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 Management Information System.

.....
Signature

...../...../.....
Date

9. Statistical Details

- If you are made an offer your enrolment cannot be completed without these statistical details
- These details are required by the Commonwealth Department of Education, Science and Training
- Please tick the boxes and provide answers for each of the following questions

1. Are you of Aboriginal or Torres Strait Islander Descent?

Tick as appropriate

Not of Aboriginal or Torres Strait Islander Descent	<input type="checkbox"/>	Office Use Only 2
Of Aboriginal Descent	<input type="checkbox"/>	3
Of Torres Strait Islander Descent	<input type="checkbox"/>	4
Of Aboriginal & Torres Strait Islander Descent	<input type="checkbox"/>	5

2. What is your citizen status during the year?

Tick as appropriate

Australian Citizen (inc Dual Citizenship)	<input type="checkbox"/>	Office Use Only 1
New Zealand Citizen/Diplomat/Consular (excl Aust Citizen)	<input type="checkbox"/>	2
Permanent Resident	<input type="checkbox"/>	3
Permanent Humanitarian Visa	<input type="checkbox"/>	8
Temp Entry Permit & Semester Residence in Australia	<input type="checkbox"/>	4
Other	<input type="checkbox"/>	5

3. What is your Permanent Residency Status?

Tick and enter date permanent residency was first granted

Not a Permanent Resident (eg. Australian Citizen or International Student)	<input type="checkbox"/>	Date	Office Use Only 0
Residing in Australia for the year or overseas as a requirement of the course	<input type="checkbox"/>/...../.....	1
Residing outside of Australia for the year but not because of a requirement of the course	<input type="checkbox"/>/...../.....	2
On the 1st day of enrolment you will have had permanent resident status for 1 year	<input type="checkbox"/>/...../.....	3

4. In what country is your permanent home residence?

If Australia, enter postcode, if overseas enter name of country

Australia Other Country

5. In what country do you reside during the semester?

If Australia, enter postcode, if overseas enter name of country

Australia Other Country

6. In what Country were you born?

Australia Other Name of Country Year of Arrival

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

Yes No Indicate the main non-English language spoken at home

8. Are you a non-overseas, school leaver who is applying for an undergraduate course?

No Yes Enter your permanent home residence postcode
and the name of suburb/town/locality

9. What education have you attained prior to this course?

Please indicate the highest level of education that you have attained by indicating the year you attained the qualification in ONE of the spaces below:

- A complete Higher Education postgraduate level course Year
- A complete Higher Education bachelor level course Year
- A complete Higher Education sub-degree level course Year
- An incomplete Higher Education course (Tick if applicable)
- A complete TAFE award course Year
- A complete final year of secondary education course at school or TAFE Year
- A completed other qualification or certificate of attainment or competence Year
- No prior educational attainment (Tick if applicable)

Application Form Instructions

Who should use this form

This form is to be used by graduates (or students intending to graduate in the semester prior to the commencement of honours study) who wish to apply for an Honours degree at Murdoch University.

Completing the Application Form

Applicants must complete all the numbered sections (including section 10 in the enclosed Honours proposal).

Documentation to be attached with the application form

Please note – only originals or certified copies are acceptable.

Copies of documentation are acceptable if certified by:

- i. the issuing institution
- ii. a Justice of the Peace
- iii. a Commissioner of Declarations
- iv. Murdoch University's Prospective Students' and Admissions Centre

Applications submitted without full and proper documentation, or with no explanation as to why documentation is not available, will not be assessed.

1. Academic Transcript and Degree Award

You are required to provide an original or certified copy of your academic transcript(s) detailing results of the studies you have attempted plus an original or certified copy of your qualification award confirming completion of the qualification (if applicable). Documentation for studies undertaken at Murdoch University is not required. Please ensure that transcripts include explanations of grades and abbreviations used (this is usually on the back of the transcript). If these documents are not available when you apply, you should indicate when you are likely to have them, and forward them to the Prospective Students' and Admissions Centre as soon as possible.

2. Proof of Name Change

If any of your transcripts contain a different name, you must provide an original or certified copy of proof of name change (eg. birth certificate, marriage certificate).

3. Permanent Humanitarian Visa

If you hold a Permanent Humanitarian Visa, you must supply the original or a certified copy of your passport showing the grant of the visa.

Queries about Honours

If you have any queries regarding studying Honours at Murdoch University, please contact the appropriate School.

Post or submit your application to:

**Prospective Students' and Admissions Centre
Murdoch University
South Street
MURDOCH WA 6150**

10. Honours Proposal (Part A) – to be completed by applicant

Proposed Research project:

Most honours programs involve the preparation of a substantial thesis together with some coursework. Some programs, eg Molecular Biology, are based entirely on supervised research and the preparation of a thesis.

Please provide, in the space below or as an attachment, a brief description of your proposed research project, and the reason why you wish to study in this area.

Proposed Supervisor(s)

You must consult with your proposed supervisor(s) before submitting this form.

Which academic staff member has agreed to supervise your proposed project? (If there is to be co-supervision, please list both staff members.)

Supervisor School

Co-Supervisor School

Referees

Provide names, addresses and telephone numbers of two persons whom you have asked to support your application if your grade point average is below 2.0 (Credit average), preferably academic staff conversant with your most recent academic work and research potential.

Name

Name

Address

Address

.....

.....

.....

.....

Telephone

Telephone

Academic Assessment of Applicant and Honours Proposal

University Use Only: NOT to be completed by the applicant

Academic staff will complete this section AFTER you have lodged this application with the University

Part B – to be completed by the proposed supervisor or co-supervisor

Please give your assessment of the applicant's undergraduate record in the Part II units related to the proposed Honours program

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HD (A)

D (B+)

C (B-)

P (C)

N (F)

Is the applicant adequately prepared to undertake research in the area proposed?

Yes

No

Course Grade Point Average

If the applicant has less than credit average in Part II units related to proposed Honours program, please give your reason for recommending admission to honours

.....

How many research students will you be supervising? (Please include this application)

Honours

Postgraduate

Resources: If resource implications exceed the normal allocation for honours maintenance, please specify source of additional funding.

.....

Please indicate your agreement to undertake supervision by signing below. If you are not willing to accept the application, please provide the reason.

.....

.....
Supervisor's Signature

...../...../.....
Date

Part C: to be completed by the Chair of the School Honours Sub-Committee

Is Admission Recommended?

Yes

No

If the applicant has less than a Credit average in Part II units related to proposed honours program, on what basis do you recommend admission?

.....

.....
Chair's Signature

...../...../.....
Date

Part D: to be completed by the Dean or Head of School on behalf of the Divisional Honours Committee

Admission Approval

Approved

Not Approved

.....
Chair's Signature

...../...../.....
Date