

## Applying to Macquarie University

### How to apply

Print this form and complete it. Send the completed form to Study Options, 83 Alma Road, Clifton, Bristol, BS8 2DP, with your supporting documents.

### Supporting documents required for undergraduate (bachelors) applications:

1. A photocopy of the personal details page of your passport
2. IF APPLYING BEFORE COMPLETION OF SCHOOL LEAVING QUALIFICATIONS (EG: A-LEVELS, IB, PRE-U DIPLOMA): Original certificates/evidence of GCSE and AS Level results (or equivalents) plus details of final predicted grades. Predicted grades must be official predictions, issued on school/college letterhead and signed by an appropriate person (head of careers, head of year etc).
3. IF APPLYING AFTER COMPLETION OF SCHOOL LEAVING QUALIFICATIONS (EG: A-LEVELS, IB, PRE-U DIPLOMA): Original certificates for GCSE and school-leaving qualifications.
4. A personal statement (please aim for a maximum of 400-500 words).

### Supporting documents required for postgraduate (masters) applications:

1. A photocopy of the personal details page of your passport
2. Original academic transcripts for each year of your degree (a transcript is an official list, issued by the university, of the subjects you've studied and the grades obtained). Transcripts should carry an explanation of the university's grading system on the back. If they don't, please provide one separately.
3. Original bachelors completion certificate.
4. A CV, detailing any relevant work experience.
5. A personal statement (please aim for a maximum of 400-500 words).

### Application notes

1. If further material or documents are required, Study Options will be in touch to request these after we have received and checked the application.
2. All academic documents must be submitted as originals, we can't accept photocopies. We'll make certified copies to send with your application, and will return the originals by recorded delivery. To ensure their safe arrival, please send your documents to us by recorded delivery.
3. Please use this form to apply for undergraduate (bachelor) degrees and postgraduate degrees by coursework (masters and graduate diplomas). Do not use this form if you are a research student, or if you are a citizen or permanent resident of Australia or New Zealand.

If you have any questions or problems making your application please contact a student advisor at Study Options on 020 7353 7200 or [mail@studyoptions.com](mailto:mail@studyoptions.com)





## SECTION B: PREVIOUS ACADEMIC QUALIFICATIONS

Include details of your previous academic qualifications, including completion dates or indication that you are yet to complete. Check [courses.mq.edu.au](https://courses.mq.edu.au) for course requirements or prerequisites. Certified copies and official translations of academic transcripts must be attached to this application. Visit [mq.edu.au/future\\_students/international/how\\_to\\_apply/certified\\_documents](https://mq.edu.au/future_students/international/how_to_apply/certified_documents) to check who can certify and translate your documents.

Please list most recent qualifications first (including courses that you are yet to complete)

Qualification (eg. high school, bachelor degree)

University / Institution

Country

Duration     OR tick if you are yet to complete

Date Award Conferred   /   /

Qualification (eg. high school, bachelor degree)

University / Institution

Country

Duration     OR tick if you are yet to complete

Date Award Conferred   /   /

Qualification (eg. high school, bachelor degree)

University / Institution

Country

Duration     OR tick if you are yet to complete

Date Award Conferred   /   /

## SECTION C: ENGLISH LANGUAGE PROFICIENCY

Macquarie University has compulsory minimum English proficiency requirements which can differ from course to course. To check if you meet the requirements, visit [mq.edu.au/english-requirements](https://mq.edu.au/english-requirements)

Is English your first language?

Yes  No  PLEASE ATTACH EVIDENCE OF YOUR ENGLISH LANGUAGE PROFICIENCY.

If you do not meet the English proficiency requirements, you may be eligible for a Package Offer, which includes an appropriate amount of English study at the Macquarie University English Language Centre (or another approved ELICOS provider) before you start your degree program.

For information on the Macquarie University English Language Centre, visit [elc.mq.edu.au](https://elc.mq.edu.au)

Would you like to package your offer with an English language program at the Macquarie University English Language Centre (ELC)?

Yes  No

## SECTION D: COURSE PREFERENCE

Before completing this section, you should refer to the Macquarie University course guides or check [courses.mq.edu.au](https://courses.mq.edu.au) for correct degree names, CRICOS codes, locations and commencement dates.

I am applying for an **undergraduate** course

I am applying for a **postgraduate** course

Commencement Year      Session 1 OR  Session 2

What course are you applying for (eg. 'Master of Engineering')?

Course CRICOS Code:

## SECTION E: PATHWAY PREFERENCE

If you do not meet the minimum academic or English requirements for entry into the first year of a Macquarie University undergraduate degree you can package a MUIC foundation or MUIC diploma program with your degree preference. Before completing this section you should refer to [mq.edu.au/college](https://mq.edu.au/college) for pathway program names, foundation stream options, CRICOS codes and commencement dates.

Your pathway preference and choice of stream (Arts, Business and Commerce, or Engineering and Science):

Standard Foundation ▶ Stream

Extended Foundation ▶ Stream

Intensive Foundation ▶ Stream

Diploma ▶ Name

Pathway CRICOS Code:

Preferred Commencement Date   /

**Undergraduate applicants only:** In the event that my application to the University or MUIC is unsuccessful, I consent to my details being forwarded to Sydney Institute of Business and Technology (SIBT) for consideration.

## SECTION F: RECOGNITION OF PRIOR LEARNING

If you have studied at another academic institution, you may be eligible for credit towards your degree at Macquarie University.

To request credit for prior learning or credit transfer, you will need to provide documentary evidence of your current or prior learning. Certified copies and official translations of relevant documents must be attached to this application. For more information on credit for prior learning, please visit [mq.edu.au/international/rpl](https://mq.edu.au/international/rpl)

Are you seeking credit for prior learning? No  Yes

Your letter of offer will contain further information on general credit for prior learning and course exemptions.





STUDENT OR AGENT COMMENTS (OPTIONAL)

CHECKLIST

**COMPLETE THE FOLLOWING CHECKLIST BEFORE POSTING YOUR APPLICATION:**

- Attach certified copy of passport (Section A)
- Attach certified copies or original evidence of all academic qualifications, including transcripts and graduation certificates (Section B)
- Attach certified copies or original evidence of English language proficiency (Section C)
- If necessary, attach any other additional information or supplementary application forms (see the entry requirements for the degree you are applying for)
- Agree to the declaration on the application form (Section J)

POST / EMAIL YOUR COMPLETED FORM TO:

Macquarie International Admissions  
Macquarie University  
North Ryde NSW 2109 AUSTRALIA  
[miapplications@mq.edu.au](mailto:miapplications@mq.edu.au)

STUDY OPTIONS LTD  
83 ALMA ROAD, CLIFTON  
BRISTOL, BS8 2DP  
+44 117 911 5610  
MAIL@STUDYOPTIONS.COM

**WHEN WILL YOU KNOW?** Applications are processed continually throughout the year and processing times may vary depending on the program applied for. You (or your representative) will receive an acknowledgment of your application once assessment has commenced. The email address you provide on this application (or that of your representative) will be used for all correspondence including requests for any further information we may need and the outcome of the application assessment.

FOR AGENT USE ONLY

I have informed the applicant of his/her obligations regarding the 'Privacy and Student Declaration'.

Company

Branch (optional)

Name

Telephone  (Country) (Area)

Mobile

Email

Street Address

8	3		A	l	m	a		R	o	a	d								
C	l	i	f	t	o	n													

City

Postcode

Country

# STUDENT DECLARATION

<b>Name:</b>	
<b>Date of birth:</b>	
<b>Nationality:</b>	
<b>Address:</b>	
<b>Telephone number:</b>	
<b>Email address:</b>	

<b>Who will fund your tuition fees and living costs? Please give further details below:</b>

- I declare that I have read and understand the information relating to the cost of living in Australia at: <https://www.homeaffairs.gov.au/Trav/Stud/More/Student-Visa-Living-Costs-and-Evidence-of-Funds> and I have access to sufficient funds to cover all associated costs with my study, travel to and from Australia, living expenses for the duration of my studies for myself and my family members (if applicable) for the total period of my stay in Australia.
- I understand that the tuition fees do not include expenses such as textbooks, stationery and additional program specific requirements.
- I understand that in the event that I have insufficient funds to cover all associated study and living costs, I will not seek assistance from the University or the Australian government.
- I understand that in the event that I have insufficient funds to cover all associated study and living costs, the University reserves the rights to terminate my enrolment and eCoE.
- I hereby certify that all the statements made on this declaration of finances are true and correct.

<b>Student signature:</b>	
<b>Name:</b>	
<b>Date:</b>	

Please return this declaration with your application form(s)