

Applying to RMIT University

Application fee NOT required

RMIT usually charges an application fee. Study Options can waive this - please do not enter any payment details on the form when applying to RMIT with Study Options. Contact us with queries on mail@studyoptions.com or 020 7353 7200.

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

For office use only:

Student ID _____

Reference No _____

Tag _____

All fields must be completed for the application to be processed.

Section 1 Personal information

Title (Mr, Mrs, Ms) Family name as stated in your passport (if available)

Given names as stated in your passport (if available)

Date of birth Day/month/year Gender Male Female

If you are under 18 years of age at program commencement date, please refer to www.rmit.edu.au/programs/applications/guardianship for further information.

Address in home country

Number & street name	City/Suburb
State/province	Country
	Postcode

Mailing address (if different from above)

Number & street name	City/Suburb
State/province	Country
	Postcode

Contact details

Area code	Tel	Fax
Mobile	Email	

Are you applying through an RMIT representative? Yes No

Representative's name **STUDY OPTIONS** Agent number **715** Office number **1**

Representative's email **mail@studyoptions.com**

Section 2 Residency and other information

Country of birth Citizenship Passport No. (if available)

Are you currently living in Australia? Yes No *If no, which country are you applying from: _____*

Are you a permanent resident of Australia? Yes No *If yes, you are completing an incorrect form. You must complete another form available on www.rmit.edu.au/programs/applications.*

If you have a current Australian visa, please provide number as shown in your visa label Expiry date

Type: Student Visitor Spouse Other _____ Subclass number _____

If you hold a current passport and/or an Australian visa, you MUST include a copy with this application.

Are you currently covered by Overseas Student Health Cover (OSHC)? Yes No

It is an Australian Government requirement that all international students on a student visa are covered by Overseas Student Health Cover (OSHC) (exemptions apply). Payment of OSHC needs to occur when you accept your offer. If you are accompanied by family and children, you require the compulsory family policy for OSHC. RMIT will arrange visa-length cover with our preferred OSHC provider, Medibank Private www.medibank.com.au/overseas-students/about-oshc.aspx

If yes, please provide:

Provider name	Membership number	Expiry date
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Have you been awarded a scholarship or sponsorship? Yes No *If yes, please provide a letter from your sponsor(s).*

Scholarship/Sponsor provider name Tel

Please tick (✓) if you have previously submitted an application to RMIT

How to apply

- Complete in **BLOCK** letters using a black or blue pen.
- Attach the **AU\$70 application fee**. See page 4 for payment methods. Your application **will not be processed** without this fee.
Exemptions:
 - English-only programs
 - Current or returning RMIT students
 - Year 12 students applying through VTAC
 - Research programs
- Attach **one certified A4 copy** (do not include originals) of supporting documents (refer to list on page 3).
- Return the completed form to RMIT University International Services or to your RMIT-accredited representative.

Where to submit your application

RMIT University

Postal address:
RMIT International Services
GPO Box 2476
Melbourne VIC 3001 Australia

By corner:
RMIT International Services
Level 4, RMIT Building 22
900 Swanston Street
Melbourne VIC 3000 Australia

In person:
International desk at Info Corner
Level 1, RMIT Building 22
330 Swanston Street
Melbourne VIC 3000 Australia
Tel. +61 3 9925 5156
Fax: +61 3 9663 6925
Email: ISapplications@rmit.edu.au
www.rmit.edu.au/international

RMIT University
CRICOS Provider Code 00122A
RMIT English Worldwide
CRICOS Provider Code 01912G

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

Section 3 Program information

English only General English English for Academic Purposes Start date: _____ Number of weeks: _____

Please note RMIT will advise number of weeks required for English for Academic Purposes (EAP), depending on your English language proficiency level.

English as a pathway English as part of a pathway to RMIT University programs (tick here):
RMIT will advise the number of weeks required, depending on your English language proficiency level.

RMIT pathway Complete to apply for a pathway (e.g., Year 11/12 (VCE), Foundation Studies) leading into a higher award:

Program code	Program plan	Intake date (month, year; i.e., February 2010)
Name of program		

Office use only

Interviewed by:

Date:

Form submitted at:

Exhibition/Interview

International desk
Info Corner

Representative office visit

RMIT program

Complete in order of preference to apply for an RMIT program (e.g., diploma, bachelor degree, postgraduate):

1. Program code	Program plan	Intake date (month, year; i.e., February 2010)
Name of program		
2. Program code	Program plan	Intake date (month, year; i.e., February 2010)
Name of program		
3. Program code	Program plan	Intake date (month, year; i.e., February 2010)
Name of program		

Are you applying for credit exemptions? Yes No If yes, please provide a certified copy of an official syllabus, including detailed subject descriptions.

Section 4 English language proficiency

English skill Is English your first language? Yes No
 Have you studied at secondary or post-secondary level with English as the medium of instruction and assessment? Yes No
 If yes, please provide evidence.

English studies Are you planning to enrol, or are you enrolled in English Language Studies? Yes No

Expected start date	Expected duration	Expected completion date
Level		Institution

English test score (IELTS, TOEFL or REW) Have you taken an English test in the last 2 years? Yes No If yes, please complete details below.
 If no, do you plan to take a test? Yes No

Test date	Test name
Test report form number	Result

If not known, please submit results as soon as they are available.

Section 5 Educational background and qualifications

1. Secondary school studies List details of the secondary studies you have completed:
 Month and year enrolled (e.g., February 2009)

From (month/year)	To (month/year)	Country
Institution		Name of qualification

2. Completed post-secondary (tertiary studies) (e.g., Diploma, Bachelors, Masters) List details of the post-secondary studies you have completed (from lowest qualification gained to highest):

Years enrolled From (month/year)	To (month/year)	Years enrolled From (month/year)	To (month/year)
Country		Country	
Institution		Institution	
Name of qualification (including main field of study):		Name of qualification (including main field of study):	

3. Current studies: List details of current studies:
 Month and year enrolled (e.g., February 2009)

Name of qualification	Country	Institution
From (month/year)	To (month/year)	

The date your results will be available

Will you complete your current studies prior to the commencement of your proposed RMIT program? Yes No

4. Research background
(To be completed by students applying for Masters by Research or PhD programs)

Have you ever been enrolled in a masters by research or PhD program? Yes No

If yes,

Institution Name	
Department Name	
Period of candidature: from (day/month/year)	to (day/month/year)
Topic	
Reason for withdrawal (if applicable)	

Research Proposal

Have you contacted an RMIT academic staff about your research proposal? Yes No

If yes,

Academic's name	Academic position
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Please note: you are required to attach a copy of your research proposal to this application.

Section 6 Work experience

Have you undertaken any work experience relevant to your application? Yes No

If yes, list details of employment:

From (month/year)	To (month/year)	From (month/year)	To (month/year)
Country		Country	
Employer		Employer	
Position		Position	
Duties		Duties	

Section 7 Special consideration

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

If yes, you need to provide documentation and additional information so that RMIT can assist you during your studies. More information about RMIT support services is available on www.rmit.edu.au/disability.

Section 8 Supporting documents

The following supporting documents must be included when you submit your application. Please refer to program requirements in the relevant RMIT program guide available on www.rmit.edu.au/programs/international/brochures. (Applications that are submitted without necessary supporting documents will be delayed in processing. Where requested, original or certified copies of documentation must be provided. RMIT does not recommend sending originals as they will not be returned.)

Compulsory attachments

- | | |
|--|---|
| <input type="checkbox"/> Certified academic transcripts | <input type="checkbox"/> Evidence of English proficiency |
| <input type="checkbox"/> Certified copies of graduation certificates | <input type="checkbox"/> Certified copies of passport and current Australian visa (if applicable) |

Submit these attachments if applicable (please do not include originals as they will not be returned):

- | | |
|--|--|
| <input type="checkbox"/> Folio (File size should not exceed 10 MB) | <input type="checkbox"/> Certified English translations |
| <input type="checkbox"/> Supplementary documents/forms | <input type="checkbox"/> Research proposal including expected outcomes |
| <input type="checkbox"/> Personal statement | <input type="checkbox"/> Letter from scholarship provider or sponsor |
| <input type="checkbox"/> Curriculum Vitae (resume) | <input type="checkbox"/> Disability support details |
| <input type="checkbox"/> References from employers | |

Section 9 **How did you first hear about RMIT University?**

- | | |
|--|--|
| <input type="checkbox"/> Friends/relatives | <input type="checkbox"/> Education fair/exhibition |
| <input type="checkbox"/> Education representative | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Internet | _____ |
| <input type="checkbox"/> Media (magazine, newspaper or television) | _____ |

Section 10 **Declaration**

I understand and accept that:

- » RMIT University reserves the right to discontinue or alter any program, course/subject, fee, admissions requirement, staffing or other arrangement without prior notice.
- » Information I have provided on this form and during enrolment may be made available to the Australian Government, State Agencies and other designated authorities under the ESOS Act 2000, ESOS Regulations 2001 and the National Code. Information about me can be disclosed without my consent where authorised or required by law.
- » RMIT University reserves the right to annually adjust program fees to take into account increases in University and program delivery costs. Changes to program tuition fees will be applied at the beginning of each calendar year. RMIT will ensure that any future fee increase will be maintained below 7.5% (subject to rounding). In the event of a variation between the fees on my offer letter and the approved RMIT schedule of fees and charges, the approved schedule will prevail.
- » Any application fee paid is non-refundable by RMIT University.
- » Quoted tuition fees are an estimate based on standard full time loads and will vary depending on program and plan (i.e. the actual enrolled load). Tuition fees will increase if courses need to be repeated or additional electives that will exceed the minimum requirement need to be undertaken.
- » Tuition fees do not include the Overseas Student Health Cover (OSHC), administrative services charges, books, equipment and other materials required to undertake the program or compulsory activities where relevant, such as fieldwork, excursions or laboratory practicals. Details on additional costs can be found in the program descriptions on the RMIT website (www.rmit.edu.au) and at the RMIT fee website (www.rmit.edu.au/programs/fees/other).
- » RMIT University collects, uses and destroys my information in accordance with the university's Privacy Policy (refer www.rmit.edu.au/privacy).
- » RMIT University places restrictions on program and institution transfers and that I may not be permitted to change my program or institution without permission.

I authorise the university to disclose information relevant to my application and enrolment to the university's preferred OSHC provider and other third parties for the purposes of arranging my OSHC, progressing my application and enrolment, and administering my course.

I give RMIT University permission to check my visa status using the Department of Immigration and Citizenship (DIAC) Visa Electronic Verification Online (VEVO) system.

I declare to the best of my knowledge that the information supplied on this application form and all supporting documentation is correct and complete, and that any folio, personal statement or additional requirements supplied are my own work.

I acknowledge that the withholding of information or provision of incorrect or fraudulent documentation relating to my application may result in the cancellation of any offer or enrolment by RMIT University, and the university may inform others, including government agencies, of this information.

If sponsored by a government body or private institution, I give RMIT permission to provide my sponsor with information about my application, enrolment and academic progress.

I have completed all sections of the application form.

Student signature _____ Date _____
Day/month/year

Please refer to www.rmit.edu.au/policies/refunds for RMIT's refund policy for international students.

STUDENT DECLARATION

Name:	
Date of birth:	
Nationality:	
Address:	
Telephone number:	
Email address:	

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

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- 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.

Student signature:	
Name:	
Date:	

Please return this declaration with your application form(s)