

Section B: English Language Proficiency

Macquarie City College has minimum English language requirements and some courses may have additional English language requirements. You must provide proof of your English proficiency to the required standard.

Is English your first language? Yes No My first language is

Do you speak English at home?

Please indicate which of the following, if any, you have obtained (you will need to submit evidence of this study):

English as the language of instruction

You need to provide original or certified evidence from the relevant institution.

Tertiary study in Australia

Must have been undertaken within the past two years, for at least one year and with good passes

Name of institution

Year completed

Years 11 and 12 at an Australian high school with good passes in English

Name of institution

Year completed

Secondary or tertiary study in a country where English is an official language

Name of institution

Year completed

Country

Secondary or tertiary study in an institution where English is the language of instruction

Name of institution

Year completed

Country

OR

Studying English at an Australian ELICOS college that is approved by Macquarie City College

You need to provide original or certified evidence from the relevant institution.

Please visit www.city.mq.edu.au to confirm that your college is approved by Macquarie City College

OR

IELTS/ TOEFL

Original or certified results MUST be submitted to Macquarie City College. The exam must have been taken within two years of when you plan to start your course.

I have sat an English language proficiency test

IELTS Overall score _____ Reading _____ Listening _____ Writing _____ Speaking _____

Date of test / /

TOEFL Score _____ +TWE (Test of Written English) Score _____

Date of test / /

If you have not yet taken an IELTS/ TOEFL exam please indicate when you will take one:

I will sit an English language proficiency test IELTS TOEFL

Date test to be taken / /

If you do not meet English language requirements

If you do not meet the course English language requirements, you may be eligible for a Package Offer, which includes English study before you start your course. If so, this will be indicated in your letter of offer. Please note that the Australian Government sometimes requires proof of English proficiency for visa applications. For more information visit

www.immi.gov.au/students

Section C: Previous Academic Qualifications

In this section, you need to include details of your previous academic qualifications, including dates of completion, or if you are yet to finish your study, your intended completion. Refer to the Macquarie City College brochure or check the Macquarie City College website www.city.mq.edu.au for course requirements or prerequisites.

Certified copies and official translations of academic transcripts must be attached to this application. Visit www.city.mq.edu.au to check who can certify and translate your documents.

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

Qualification/award	Duration	
School/ institution <small>(Full name)</small>	Country	
Date award conferred	OR tick if you are yet to complete <input type="checkbox"/>	
Qualification/ award	Duration	
School/ institution <small>(Full name)</small>	Country	
Date award conferred		
Qualification/ award	Duration	
School/ institution <small>(Full name)</small>	Country	
Date award conferred		

If your final year of study was completed more than six months ago, please attach a detailed account of work or activities undertaken during this period.

Section D: Credit For Previous Study

If you have studied at another academic institution, you may be eligible for credit towards your degree at Macquarie University. This credit is called 'credit for previous studies' and is expressed in the form of Macquarie credit points.

To request credit for previous study or credit transfer, you will need to provide documentary evidence of your current or previous studies. Certified copies and official translations of relevant documents must be attached to this application. For more information on credit for previous study, please visit www.city.mq.edu.au.

Are you seeking credit for previous studies?

No Yes You must include a copy of your syllabus, full details of the number of credit points in your course (and how many you completed) and the following for EACH unit of study:

- > Brief description of the unit > Weekly topic outline > Methods of Assessment
- > Textbook reading list > Grading Information

Section E: Course Preferences

Before completing this section, you should refer to the Macquarie City College brochure or check the Macquarie City College website www.city.mq.edu.au for course names, codes, locations and start times. Choose three courses you would like to study and list them in order of preference (your first choice should be placed first). If you do not meet the entry requirements for your first preference, you will be considered for your second and then third preferences. If you do not meet the entry requirements for any of your preferences, you may automatically be considered for the Macquarie University Foundation Studies or a pathway program through Sydney Institute of Business and Technology (SIBT).

Preference 1	Course CRICOS code <input type="text"/>	Course name	
	Specialisation (if applicable)		Commencement year <input type="text"/>
			Trimester 1 (Feb) <input type="checkbox"/>
			OR Trimester 2 (July) <input type="checkbox"/>
			OR Trimester 3 (Nov) <input type="checkbox"/>
Preference 2	Course CRICOS code <input type="text"/>	Course name	
	Specialisation (if applicable)		Commencement year <input type="text"/>
			Trimester 1 (Feb) <input type="checkbox"/>
			OR Trimester 2 (July) <input type="checkbox"/>
			OR Trimester 3 (Nov) <input type="checkbox"/>
Preference 3	Course CRICOS code <input type="text"/>	Course name	
	Specialisation (if applicable)		Commencement year <input type="text"/>
			Trimester 1 (Feb) <input type="checkbox"/>
			OR Trimester 2 (July) <input type="checkbox"/>
			OR Trimester 3 (Nov) <input type="checkbox"/>

Do you wish to be considered for the Macquarie University Foundation Studies? No Yes

Section F: Application Fee Payment

A non-refundable application fee of AU\$110 must be paid when you submit this form. You can pay by money order, credit card or bank draft. If you are a graduate or Study Abroad student of Macquarie University or Macquarie City College, you do not need to pay the application fee.

Complete the details of your payment on the attached slip.

Section G: Privacy and Student Declaration

Privacy Statement

Macquarie City College collects, stores and uses personal information only for the purposes of administering prospective, current and graduate student admissions, enrolment and education. The information provided is confidential and will not be disclosed to third parties without your consent, except to meet government, legal or other regulatory requirements.

For more information visit www.city.mq.edu.au.

Declaration

I wish to be considered for enrolment as an international student in a course at Macquarie City College and declare that the information submitted is correct and complete. I understand the College may obtain official records from any school, university or other tertiary institution previously attended by me for the purpose of verification of my supporting documents. I understand that the College reserves the right to vary or reverse any decision made on the basis of incorrect or incomplete information or fraudulent documentation. I recognise that it is an offence to submit fraudulent documentation in support of an application for the purpose of gaining admission to the College.

Where fraudulent documents are detected, I understand that my application will be rejected. If an offer has been made, it will be withdrawn. If a visa has been issued, it will be cancelled. All matters concerning fraudulent documentation will be reported to the relevant Government and statutory authorities, including NSW Police, Department of Immigration and Citizenship (DIAC) and Independent Committee Against Corruption (ICAC). I authorise the College to release any personal information held about me to any other educational institution or authority to verify my student conduct, academic record or supporting documentation for the purpose of determining my eligibility for admission to the College. I herewith give the College permission to provide my address and details of enrolment to the Department of Immigration and Citizenship (DIAC) and the Department of Education, Science and Training (DEST), should I enrol at Macquarie City College. I am able to make appropriate arrangements to fund my studies. I have read and understood Macquarie City College's tuition fee and refund policy and conditions. For more information visit www.city.mq.edu.au.

I grant Macquarie City College permission to provide my parents(s) or guardian(s), if requested, with any information pertaining to my application to study, ongoing academic progress, results and attendance. No Yes

Signature

Date

Parent/Guardian Signature

Date

(if applicant is under 18 years of age)

Please complete the following checklist before submitting

Please tick each box to indicate that each item has been completed, or attached, as appropriate:

- Attach certified copies or original evidence of English language proficiency (Section B)
- Attach certified copies or original evidence of all academic qualifications, including transcripts and graduation certificates (Section C)
- If you are requesting credit for previous study, attach certified copies or original evidence of syllabus and detailed unit information (Section D)
- If necessary, attach any other additional information or portfolios (see the entry requirements for the course you are applying for)
- Pay application fee AU\$110 (Section F)
- Sign declaration on the application form (Section G)

Send your application to:

Macquarie City College
Locked Bag 3004
Australia Square
NEW SOUTH WALES
1215 AUSTRALIA

Tel: +61 2 9964 6533

Fax: +61 2 9964 6588

Email: student.enquiry@city.mq.edu.au

When will you know?

If your application is complete, with all the relevant original or certified documents attached, a letter of offer will be emailed or sent to you and/or your representative (if you have one). The more complete an application the quicker it will be processed. If you are applying for credit for previous study, or if an academic needs to review your application, you should allow more time.

