

Cross-Institutional International Application Form

If you have previously been enrolled in any program at DDIAE, UCSQ, or UniSQ, please enter your student number here: _____

1. Personal Details

Name and address				
Title				
Family Name				
Given Name/s				
Date of Birth				
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other			
Address in Home Country	Number and Street			
	Suburb/Town			
	State		Country	Zip/Postcode
Mailing Address	Number and Street			
<input type="checkbox"/> Same as home address	Suburb/Town			
	State		Country	Zip/Postcode
Email				
Phone number				
Citizenship				
Your current Visa Status (If you are an Australian Citizen, New Zealand Citizen, or Australian Permanent Resident, you will be deemed as a domestic student)				

2. Course details

Year (e.g., 2022)	Course (e.g., ACC5205)	Course name	Semester	Mode

Please note not all courses are available due to either placement or practical requirements. Faculty approval for these courses will be required. Furthermore, please note not all courses are offered at all campuses. If you choose on-campus mode, you will be allocated the closest campus that offers the course. Please indicate which exam centre you will attend: _____

3. Study history

Post-Secondary Studies including previous UniSQ, UCSQ and DDIAE Programs. Show all attempts made at these studies.

Year first enrolled	Year last enrolled	Name of program/award (e.g., Bachelor of Business)	Institution (e.g., Griffith University)	Student number	Program completed?

4. Collection advice

UniSQ collects personal information for university purposes of providing tertiary education and related ancillary services and associated functions pursuant to the University of Southern Queensland Act 1998. UniSQ collects this information in accordance with the Commonwealth Higher Education Funding Act 1988, the Higher Education Support Act 2003, the Education Services for Overseas Students Act 2000 (ESOS Act), ESOS Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007. Where relevant UniSQ may give all or some of this information to:

- other education providers to administer cross-institution enrolments
- commonwealth and state government departments, agencies or their authorised agents or contracted service providers and to UniSQ approved Representatives (agents and partners) and to other organisations (including international entities) who provide sponsorship or funding for your studies to seek verification of information or provide information regarding your studies (and visas and overseas student health cover if applicable) or to enable surveys concerning your education to be undertaken
- other students enrolled in the same courses as you or as may be required by a Faculty to facilitate UniSQ's provision of tertiary education services to you and other students including in the future.

Other than as set out above, personal information will not be disclosed without your consent unless required or authorised by law. To facilitate UniSQ's provision of tertiary education and related ancillary services and associated functions, you acknowledge and consent to the disclosures set out above and to the transfer of your personal information outside of Australia and communication via any available electronic means. In handling any personal information disclosed to you by the university, you agree to use this information for purposes of your study at UniSQ only and to abide by UniSQ's ICT Policies. Your rights to access and amend your personal information are set out in the Information Privacy Act 2009 (Qld) which also places obligations on UniSQ as to how we handle your personal information. For further information concerning Privacy, please direct any queries to UniSQ Privacy Officer.

5. Student declaration

Your application is unable to be considered if this declaration is not signed.

- I agree to comply with the statutes, regulations and policies of the University of Southern Queensland.
- The information I have supplied is accurate and complete.
- I understand that if I supply inaccurate or incomplete information to UniSQ, UniSQ may cancel my enrolment.
- I understand I am responsible for providing all necessary documentation as evidence of my qualification, studies and relevant experience.
- I give permission for any person, government authority, educational institution, employer or previous employer to provide any information concerning my admission/enrolment and study program to UniSQ that UniSQ requests.

UniSQ collects personal information to assist the University in providing tertiary education and related ancillary services and to be able to contact you regarding enrolment, assessment and associated UniSQ services. The information may be made available to Commonwealth and State agencies and the ESOS Assurance Fund Manager pursuant to obligations under the Education Services for Overseas Students Act 2000 and National Code or other legislative requirements. Personal information will not be disclosed to third parties other than a UniSQ approved agent, partner or any organisation who provides sponsorship to you for your studies, without your consent unless required by law.

Signature: _____

Date: ___/___/_____

6. Informed consent

Your application is unable to be considered if this declaration is not signed. I understand that:

- The University of Southern Queensland (UniSQ) is collecting the information in this form for the purpose of assessing my entitlement to Commonwealth assistance under the Higher Education Support Act 2003 and allocation of a Commonwealth Higher Education Student Support Number (CHESSN) to me.
- UniSQ will disclose this information to the Department of Education, Employment and workplace Relations (DEEWR) for those purposes.
- DEEWR will store the information securely in the Higher Education Information Management System.
- DEEWR may disclose the information to the Australian Taxation Office (ATO).
- UniSQ and DEEWR will not otherwise disclose the information without my consent unless required or authorised by law.

Signature: _____

Date: ___/___/_____

Home University to complete

Your application is unable to be considered if Section 8 is not completed and signed.

7. Approval of study

Approval is given for this student to undertake the nominated course(s) at UniSQ for the nominated semester and sit the examination according to the UniSQ Examination Schedule for this/these course(s). If students wish to change the semester nominated, new approval must be given to UniSQ from the home university.

On successful completion of the course(s), credit will be given to the student's academic program at this University.



Name of University Officer: _____

Position: _____

Name of University: _____

Signature: _____

Date: ___/___/_____

The Cross Institutional Program is a scheme which enables students who are currently enrolled in award programs at other Australian universities to study University of Southern Queensland (UniSQ) courses which count towards the program at their home university. Cross Institutional students may select most external or on-campus courses which UniSQ offers, providing space is available in the course. International students are able to apply to study cross-institutionally on a full fee-paying basis.

8. Application checklist

- I have completed **Sections 1, 2, 3 and 4** of this Cross Institutional Admission Form.
- I have read, understand, signed and dated **Sections 5, 6 and 7**.
- My home university has completed, stamped, signed and dated **Section 8**.

International Admissions
University of Southern Queensland
West Street, Toowoomba QLD 4350
Australia Phone: +61 7 4631 5543
Web: unisq.edu.au/international
Email: loadmissions@usq.edu.au

9. Application information

Application dates

For information on application dates please visit: unisq.edu.au/international/apply.

Selecting course details

Select, in consultation with your home institution, the appropriate UniSQ courses. Detailed information about any of our courses can be obtained through the Internet at unisq.edu.au/course/specification/current

All students must ensure that courses selected are appropriate for their level of study. For example, all courses 1000-4000 are undergraduate and all courses 5000-8000 are postgraduate level.

Acceptance of an application

Acceptance of an application, whenever received, will depend on availability of places in the course(s) required, as the number of study packages available for any course is limited. Therefore, it is advisable to submit applications for Cross Institutional enrolment as early as possible. The onus is on the student to become familiar with and to comply with the UniSQ rules and regulations, as contained in the UniSQ Handbook.

Withdrawal from a course

All withdrawals of enrolment must be submitted either by letter or email. Any notification of withdrawal received after the census date for the semester will result in an academic penalty (fail), and the student contribution liability will remain.

Re-enrolling

If you wish to study further UniSQ courses in subsequent years, it will be necessary to obtain and submit a new approval and admission form.

Examinations

External students will be notified of the date, time and location of their examination, approximately five weeks before the examination period. The student must sit for the exam on the UniSQ scheduled date.

PLEASE NOTE:

This admission form will be returned if ALL sections have not been completed and signed by your home university.