Postgraduate Courses Application

These courses are restricted and students are required to apply and be approved by Griffith University before enrolling in units through Open Universities Australia.

Applications are due the Friday 2 weeks prior to the close of enrolment date for the study term you are applying for.

Please send this form to:

Email: apply@open.edu.au
or
Fax: +61 3 8628 2989

Section 1: Course Details

Communication
- Graduate Certificate of Communication
- Master of Communication

Criminology and Criminal Justice
- Graduate Certificate in Criminology and Criminal Justice
- Master of Criminology and Criminal Justice

Education
- Graduate Certificate in Middle Years Education

Employment Relations
- Graduate Certificate in Employment Relations
- Master of Employment Relations

Human Resource Management
- Graduate Certificate in Human Resource Management

Forensic Mental Health
- Graduate Certificate in Forensic Mental Health
- Master of Forensic Mental Health

International Relations
- Graduate Certificate in International Relations
- Master of International Relations

Sports Coaching
- Graduate Certificate in Sports Coaching
- Master of Sports Coaching
Literary Classics
   - Graduate Certificate in Literary Classics

World Historical Studies
   - Graduate Certificate in World Historical Studies

Legal
   - Graduate Certificate in Professional Legal Studies

Health Informatics
   - Graduate Certificate in Health Informatics

Section 2: Personal Details

<table>
<thead>
<tr>
<th>Current Griffith Student: (Y / N)</th>
<th>Griffith ID:</th>
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<tbody>
<tr>
<td>Title: (please circle) MR MRS MISS MS DR</td>
<td>Date of Birth: / /</td>
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<tr>
<td>Surname * ___________________________</td>
<td>Given name ___________________________</td>
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*If your present name is different from that appearing on the transcript of your examination results, please attach certified legal documentation (e.g. marriage certificate) |

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<thead>
<tr>
<th>Street name and number</th>
<th>Suburb</th>
<th>State</th>
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<td>Country</td>
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<td>Postcode</td>
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<td>Phone (Daytime)</td>
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<td>Phone (After hours)</td>
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<td>Mobile number</td>
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<td>Fax number</td>
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<td>Email address</td>
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<tr>
<td>Citizenship status</td>
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<td>Country of birth</td>
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Section 3: Academic Information

Please provide copies of all academic documents. Do not submit original documents. This application will become the property of Open Universities Australia and Griffith University and will not be returned. Applications will only be considered if academic records for all courses attempted or completed are included. Please include an official translation for any documents not in English.

List all academic courses previously attempted or completed.

<table>
<thead>
<tr>
<th>Year started</th>
<th>Year completed / Ceased</th>
<th>Institution</th>
<th>Title of course</th>
<th>State / Country</th>
<th>Full / Part-time</th>
<th>Completed(Y / N)</th>
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List details of all current studies for which you are awaiting results.

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<thead>
<tr>
<th>Year started</th>
<th>Duration (Years)</th>
<th>Institution</th>
<th>Title of course</th>
<th>Number of Units Awaiting Results</th>
<th>Date results will be release</th>
<th>Will course be completed if listed units are passed? (Y / N)</th>
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Have you been excluded for academic reasons from Griffith University or any other college or university? If yes, please attach reasons

- Yes
- No

Section 4: English Language Competency

If your education courses were not predominantly in English, please attach a certified copy* of English Language Proficiency Test results.

Admission requires an overall IELTS (or equivalent test) score of at least 6.5 and competence in all test components (IELTS score of 6.0).

- Undergraduate studies conducted in English
- English proficiency test results attached

Section 5: Professional Information

Relevant Employment History
If work experience is required as part of this application, please attach a full curriculum vitae detailing your professional experience.
### Section 5: Personal Statement

Please write a short paragraph on why you wish to undertake the course. If you are attaching your statement on a separate page, include your full name, date of birth and contact details.

### Section 6: Study Load and Credit

**Study Load Intentions**

- ❑ Full-time
- ❑ Part-time
- ❑ Other (Please specify) ______________________

**Credit / RPL**

Successful applicants should complete the Credit Transfer Application for OUA Students form. Do you intend to claim exemptions for previous postgraduate study? If yes, please supply details

- ❑ Yes
- ❑ No
Privacy and Declaration

Privacy Statement
As part of the Privacy Act 1988 (Cth), Open Universities Australia (OUA) and Griffith University will not reveal personal information provided here to other parties without prior consent unless legally authorised to do so. Please also note that incomplete and deliberate misrepresentation of information on your application may result in cancellation of enrolment. Failure to supply all required documentation will result in a delay processing your enrolment and you may not be notified of important information relating to your studies.

Permission statement
I understand that:

- OUA and Griffith University are collecting information in this form for the purposes of assessing my application for admission to one or more courses;
- OUA and Griffith University will disclose this information to the Department of Industry, Innovation, Science, Research and Tertiary Education (DIISRTE) for those purposes;
- DIISRTE will store the information securely in the Higher Education Information Management System;
- DIISRTE may disclose the information to the Australian Taxation Office if I opt to receive government funding assistance;
- OUA, Griffith University and DIISRTE will not otherwise disclose the information without my consent unless required or authorised by law.

This application is not valid unless signed and dated.

Applicant Signature: ___________________________ Date: _______________________

Submitting Your Application
You can send your application form and supporting documentation to:

Email: apply@open.edu.au
or
Fax: +61 3 8628 2989

Office Use Only

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Offer / Rejected</th>
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<tbody>
<tr>
<td>Credit Application (Y / N)</td>
<td>Acknowledged (Date) / /</td>
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<tr>
<td>Keyed (Date) / /</td>
<td>Outcome (Date) / /</td>
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<tr>
<td>Reason:</td>
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<tr>
<td>Signature</td>
<td>Date</td>
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