# APPLICATION FOR VERIFICATION OF ELIGIBILITY

Please tick the course you wish to be considered for:
If you wish to be considered for both courses please indicate your preferences (1 and 2) in the space provided

<table>
<thead>
<tr>
<th>Preference 1 or 2</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>☐ MASTER OF TEACHING (PRIMARY)</td>
<td></td>
</tr>
<tr>
<td>☐ MASTER OF TEACHING (SECONDARY)</td>
<td></td>
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</tbody>
</table>

## OUA ID
- Monash ID

## Office Use Only:
- Approved degree: Yes ☐ No ☐
- English Language requirement met: Yes ☐ No ☐

## Secondary only
- Teaching Specialist Area 1:
- Secondary only
- Teaching Specialist Area 2:

## Comment:

### PREVIOUS COURSE INFORMATION:
You must provide certified copies of (1) all academic transcripts/results (including the Legend of Results) and (2) evidence that qualifications have been completed, with this application – copies must be sighted, verified, stamped and signed off as an authentic copy of the original. If this information is not provided it will not be possible to assess your application.

#### Record 1
- Degree/qualification
- Field of Study/Major/Specialisation
- Institution
- State
- Country
- Year commenced
- Year completed
- Did you complete: Yes ☐ No ☐

### Secondary only
- Teaching Specialist Area 1:
- Secondary only
- Teaching Specialist Area 2:
Record 2
Degree/qualification
Field of Study/Major/Specialisation Institution
State Country
Year commenced Year completed
Length of course Did you complete ☐ Yes ☐ No

Record 3
Degree/qualification
Field of Study/Major/Specialisation Institution
State Country
Year commenced Year completed
Length of course Did you complete ☐ Yes ☐ No

Please Note:
If you are applying for the Master of Teaching (Secondary) you must also complete the “SECONDARY TEACHING SPECIALIST AREAS” section below. Master of Teaching (Primary) applicants can proceed to English language requirements.

SECONDARY TEACHING SPECIALIST AREAS:
To be eligible to undertake units for the Master of Teaching (Secondary) applicants must meet the prerequisite requirements for two teaching specialist areas. Applicants are advised that teaching specialist area offerings are dependent on the ability of Monash University to secure Professional Placement opportunities and teaching capacity.

(For information on the prerequisites for the teaching specialist areas listed below, please visit the following Monash web site: http://www.education.monash.edu.au/units/secondary-specialisms.html)

Please indicate, by ticking the boxes, two of the following teaching specialist areas for which you believe you are qualified:

☐ English  ☐ Science
☐ History  ☐ Social Education
☐ Mathematics  ☐ Visual Arts 1
☐ Music 1  ☐ Visual Arts 2 (can only be taken in conjunction with Visual Arts 1)
☐ Music 2 (can only be taken in conjunction with Music 1)  ☐ General teaching specialist area*

* The General teaching specialist area is available for students who do not have two of the specific teaching specialist areas listed above. Students selecting general must meet the VIT requirements for one of the following teaching specialist areas: accounting, biology, business management, chemistry, economics, geography, health, information and communication technology, media studies, outdoor education, physical education and physics.

Are you willing to consider teaching specialist areas other than the ones indicated above?
ENGLISH LANGUAGE REQUIREMENTS:

You must provide evidence of how you fulfil the minimum English language requirements in one of the two ways listed below:

1. **Applicants whose secondary schooling was entirely in English:**
   - Completion of secondary schooling and achievement of one of:
     - A score of 25 in units 3 and 4 of VCE English or VCE Literature;
     - A score of 30 in units 3 and 4 of VCE English as a Second Language; or
     - An equivalent result in an equivalent English subject.
   - OR Tertiary study satisfactorily completed, in an English medium educational institution#; either:
     - The equivalent of at least 72 Monash credit points (three standard full-time semesters) of a university degree or Australian VET diploma, or equivalent; or
     - The equivalent of at least 48 Monash credit points (one standard full-time year) of postgraduate study.

2. **Applicants whose secondary schooling was not entirely in English**
   - Tertiary study satisfactorily completed, in an English medium educational institution#; either:
     - The equivalent of at least 72 Monash credit points (three standard full-time semesters) of a university degree or Australian VET diploma, or equivalent; or
     - The equivalent of at least 48 Monash credit points (one standard full-time year) of postgraduate study.
   - OR Monash English course
     - Successfully completed a preparatory course in English language skills, at the appropriate level, at the Monash University English Language Centre or another program approved as equivalent; and gained any English test result required to demonstrate satisfactory completion of the course.
   - OR English tests - satisfactorily completed one of the following English tests, achieving the minimum overall score and minimum band/component score:
     - IELTS academic - Minimum overall score of 7.5. Minimum component score: Reading: 7.0, Writing, 7.0, Listening 8.0, Speaking 8.0.

# An English medium institution is one where English is the language of instruction and assessment for the entire institution. Documentary evidence in the form of a letter or transcript is required from the institution at which the study was undertaken.

Note: All English test scores must be no more than 2 years old at the time of application [or accompanied by evidence of subsequent substantial study in a tertiary institution where courses are taught and assessed in English].

PERMISSION TO RELEASE RESULTS:

I hereby authorize Open Universities Australia to release my academic record to the Faculty of Education, Monash University for the purposes of determining my ability to graduate from the Master of Teaching course offered by Monash University.

Signature: 

Date: 

DECLARATION:

I declare that the information supplied on this form and the information supplied in support of my application is correct and complete.

Signature: 

Date: 

The information on this form is collected for the primary purpose of assessing your application. Other purposes of collection include the creation of a record on the student database, attending to administrative matters, corresponding with you and statistical analyses. If you choose not to complete all the questions on this form, it may not be possible for the Faculty of Education to assess your application. Personal information may also be disclosed to the education institutions or your employer(s) to make an informed decision about the application or matters that concern the student’s enrolment at Monash. You have a right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact the University Privacy Officer on 9905 6011.
This page has been left intentionally blank
Applicants are not required to send in this page of the application form. Applicants are strongly advised to complete the checklist below to ensure that all necessary supporting documentation has been provided with the application.

**Application Checklist:**
*Please note that applications with incomplete documentation will not be assessed and will be returned to applicant.*

I have enclosed

- Evidence that qualifications have been completed
- Academic Transcript of Results (including the Legend of Results) and other supporting documents
- Evidence of Change of Name, where applicable
- Evidence that the English Language requirements have been met

Applicants who submit original documentation will not have originals returned unless a self-addressed reply paid envelope is included with their application.

I have:

- Placed course preferences if applying for both the Master of Teaching (Primary) and Master of Teaching (Secondary)
- Requested two teaching specialist areas if applying for the Master of Teaching (Secondary)
- Signed permission for Monash University to obtain results from OUA upon completion of the award
- Signed the applicant declaration
- A current Working with Children Check or have commenced the application process for a Working with Children Check.

Due to the requirement for originals or certified copies of documentation, email applications will not be accepted.

**Where to send your application:**

**By Mail:**  Admissions & Student Services Office  
Faculty of Education  
Building A, Peninsula campus  
McMahons Road,  
Frankston VIC 3199

**APPLICATIONS MUST BE RECEIVED NO LATER THAN FRIDAY, 3rd JANUARY 2014.**