Commonwealth Supported Undergraduate Course Applications
Curtin University

Important Information

Before you complete this application, please ensure that you have read and understood the information below.

1. Meet the citizenship requirements to receive Commonwealth support

To receive Commonwealth support, you must meet one of the following citizenship status requirements:

- An Australian citizen OR;
- A New Zealand citizen who will be residing in Australia for the duration of your study OR;
- The holder of an Australian permanent visa who will be residing in Australia for the duration of your study.

To obtain further information on eligibility requirements for Commonwealth supported students go to http://studyassist.gov.au to download the official information booklet.

2. Meet the course admission eligibility criteria

Ensure that you read, understand and are able to meet the eligibility criteria required of your selected course. Please refer to the relevant course pages on the OUA website for up to date eligibility requirements.

3. Prepare your supporting documents

Depending on the eligibility requirements, you may be required to provide scanned and *certified copies of the following supporting documents:

- Citizenship status:
  - If you are an existing OUA student and are in the process of changing or have recently changed your citizenship status to any of the above mentioned, you will need to prepare the following:
    - Australian citizen: a copy of your citizenship certificate
    - New Zealand citizen: a copy of your passport
    - Australian Permanent Resident: a copy of your visa or letter of approval

- English language test results - if your courses were not predominantly in English e.g. IELTS or equivalent test results.
  - If you have undertaken studies/qualifications at institutions other than OUA you must provide *certified copies of these qualifications by fax or scanned image, with your application.

All copies of important documents need to be *certified as true copies of the originals by a person authorised as a witness for statutory declarations.

- For documents in languages other than English, you may need to photocopy the original in the presence of the certifier
- If the original is a multiple page document, each page must be *certified
- All pages of your academic transcript must include front and back pages

Only *certified copies will be accepted otherwise delays will be incurred in processing your application.

* It is usual for documents to be certified by a person who is authorised as a witness for statutory declarations under 1993 No. 156 Statutory Declarations Regulations – Schedule 1. A witness for statutory declarations will include a Justice of the Peace, Solicitor, etc.
4. Request for assistance
   If you need further assistance completing the form, please contact a Commonwealth Supported Place (CSP) Student Advisor on 13OPEN (13 6736) (within Australia) or +61 3 8628 2555 (outside Australia).

5. English requirements
   There are also English language entry requirements that need to be met before you undertake any of the courses listed on this document. For a comprehensive list of these requirements please refer to Section 3a.

Applications for courses listed here will be reviewed and approved by Curtin University before enrolment through OUA can take place.

Once you have met the conditions and have prepared the necessary documents mentioned above, you can email your application form and supporting documentation to csp.apply@open.edu.au or fax to +61 3 8628 2900. **Important note:** please do not mail your application via post to Curtin University or OUA.

### Section 1: Course Details (Please choose one course per application)

- Bachelor of Education (Early Childhood Education)
- Bachelor of Education (Primary)
- Bachelor of Arts (Fine Art and Visual Culture)
- Bachelor of Arts (Librarianship and Corporate Information Management)
- Bachelor of Arts (Internet Communications)
- Bachelor of Arts (Professional Writing and Publishing)
- Bachelor of Commerce (Business Law)
- Bachelor of Commerce (Sports Management)

See section 3

See section 4

### Section 2: About You

<table>
<thead>
<tr>
<th>Title: (please circle)</th>
<th>MR</th>
<th>MRS</th>
<th>MISS</th>
<th>MS</th>
<th>DR</th>
<th>Date of Birth:</th>
<th>/</th>
<th>/</th>
<th>Female / Male</th>
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<tbody>
<tr>
<td>Surname</td>
<td>__________</td>
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<td></td>
<td></td>
<td></td>
<td>Given name</td>
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**Mailing Address**

<table>
<thead>
<tr>
<th>Street name and number</th>
<th></th>
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<tr>
<td>City / Town / Suburb</td>
<td>State</td>
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<td></td>
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</tr>
<tr>
<td>Country</td>
<td></td>
<td></td>
<td>Postcode</td>
<td></td>
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</table>

**Permanent Home Address**

- Check if same as mailing address

<table>
<thead>
<tr>
<th>Street name and number</th>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>City / Town / Suburb</td>
<td>State</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Country</td>
<td></td>
<td></td>
<td>Postcode</td>
<td></td>
</tr>
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</table>

**Contact Information**

<table>
<thead>
<tr>
<th>Phone (Preferred)</th>
<th>Phone (Alternative)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Email address</td>
<td></td>
</tr>
</tbody>
</table>
### Section 3: Eligibility requirements

These courses are for eligible Commonwealth supported place students. In order to be eligible, students must meet ONE of the following requirements. Please tick each box that applies to you.

- Bachelor of Education (Early Childhood Education), **complete Section 3a**
- Bachelor of Education (Primary), **complete Section 3b**

#### Section 3a: Bachelor of Education (Primary)

Completion of two of the six OUA **open enrolment** units at pass level: EDP120, EDP125, EDP130, EDP135, EDP140 and EDP155 and separate English language competency is needed (**also refer to Section 3a**).

Completion of four OUA undergraduate units at pass level (including 2 of 6 **open enrolment** units: EDP120, EDP125, EDP130, EDP135, EDP140 and EDP155) (This satisfies English language competency requirement)

**Tertiary Entrance Ranking (TER) entrance**

Tertiary Entrance Ranking 70 (TER, ENTER, UAI, OP or equivalent). Students must have a 50% minimum in TER English (or equivalent).

**Special Tertiary Admissions Test (STAT)**

You must achieve a minimum of 145 in all sections of the STAT (Multiple Choice and Written English) to gain entry to the course.

**Tertiary Study**

Successful completion of a full semester (four standard units) towards an undergraduate degree at an Australian University.

**Enabling courses**

Enabling courses completed through other Australian Universities which meet minimum entry requirements for that institution will be accepted as minimum entry requirements for this course.

**TAFE**

On completion of certain TAFE studies (or equivalent study recognised by the Australian Qualifications Framework – AQF), matriculation status may be granted and a Tertiary Entrance Rank (TER) may be assigned. The minimum entry requirements for TAFE students are:

- Diploma, Associate Diploma, or Advanced Diploma (no additional English competency needed)
- Certificate IV + English competency (also refer to Section 3a).
- Note – Certificate II or III are not acceptable
### Section 3b: Bachelor of Education (Early Childhood Education)

| Completion of two of the seven OUA open enrolment units at pass level: EDE101, EDE102, EDE103, EDE104, EDE105, EDE106 and EDP130 and separate English language competency is needed (also refer to Section 3a). |   |
| Completion of four OUA undergraduate units at pass level (including 2 of 7 OUA open enrolment units: EDE101, EDE102, EDE103, EDE104, EDE105, EDE106 and EDP130) (This satisfies English language competency requirement) |   |
| **Tertiary Entrance Ranking (TER) entrance** |   |
| Tertiary Entrance Ranking 70 (TER, ENTER, UAI, OP or equivalent). Students must have a 50% minimum in TER English (or equivalent). |   |
| **Special Tertiary Admissions Test (STAT)** |   |
| You must achieve a minimum of 145 in all sections of the STAT (Multiple Choice and Written English) to gain entry to the course. |   |
| **Tertiary Study** |   |
| Successful completion of a full semester (four standard units) towards an undergraduate degree at an Australian University. |   |
| **Enabling courses** |   |
| Enabling courses completed through other Australian Universities which meet minimum entry requirements for that institution will be accepted as minimum entry requirements for this course. |   |
| **TAFE** |   |
| On completion of certain TAFE studies (or equivalent study recognised by the Australian Qualifications Framework – AQF), matriculation status may be granted and a Tertiary Entrance Rank (TER) may be assigned. The minimum entry requirements for TAFE students are: |   |
| - Diploma, Associate Diploma, or Advanced Diploma (no additional English competency needed)  
- Certificate IV + English competency (also refer to Section 3a).  
- Note – Certificate II or III are not acceptable |   |
## Section 4: All Other Arts & Commerce Courses

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 OUA undergraduate units at pass level OR equivalent OR 2 OUA units plus English</td>
<td>(also refer to Section 5).</td>
</tr>
<tr>
<td><strong>Tertiary Entrance Ranking (TER) entrance</strong></td>
<td>Tertiary Entrance Ranking 70 (TER, ENTER, UAI, OP or equivalent). Students must have a 50% minimum in TER English (or equivalent).</td>
</tr>
<tr>
<td><strong>Special Tertiary Admissions Test (STAT)</strong></td>
<td>You must achieve a minimum of 145 in all sections of the STAT (Multiple Choice and Written English) to gain entry to the course.</td>
</tr>
<tr>
<td><strong>Tertiary Study</strong></td>
<td>Successful completion of a full semester (four standard units) towards an undergraduate degree at an Australian University. Separate English language competency is not needed.</td>
</tr>
<tr>
<td><strong>Enabling courses</strong></td>
<td>Enabling courses completed through other Australian Universities which meet minimum entry requirements for that institution will be accepted as minimum entry requirements for this course.</td>
</tr>
<tr>
<td><strong>TAFE</strong></td>
<td>On completion of certain TAFE studies (or equivalent study recognised by the Australian Qualifications Framework – AQF), matriculation status may be granted and a Tertiary Entrance Rank (TER) may be assigned. The minimum entry requirements for TAFE students are:</td>
</tr>
<tr>
<td></td>
<td>• Diploma, Associate Diploma, or Advanced Diploma (no additional English competency needed)</td>
</tr>
<tr>
<td></td>
<td>• Certificate IV + English competency (also refer to Section 3a).</td>
</tr>
<tr>
<td></td>
<td>• Note – Certificate II or III are not acceptable</td>
</tr>
</tbody>
</table>
### Section 5: English Language Requirements

If English language competency is required, students also must meet ONE of the following English language entry requirements. Please tick each box that applies to you.

<table>
<thead>
<tr>
<th>English Language Test</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>IELTS (International English Language Testing System)</td>
<td>For all courses except for Bachelor of Education (Primary) and Bachelor of Education (Early Childhood Education)</td>
</tr>
<tr>
<td>(Academic only)</td>
<td>6.0</td>
</tr>
<tr>
<td>• Writing and speaking</td>
<td>6.0</td>
</tr>
<tr>
<td>• Reading and listening</td>
<td>6.0</td>
</tr>
<tr>
<td>• Overall Band Score</td>
<td>Applies to the Bachelor of Education (Primary) and Bachelor of Education (Early Childhood Education)</td>
</tr>
<tr>
<td></td>
<td>7.0</td>
</tr>
<tr>
<td></td>
<td>7.0</td>
</tr>
<tr>
<td></td>
<td>7.0</td>
</tr>
<tr>
<td>GCE English Language or English Literature</td>
<td>O Level Grade C6 or above</td>
</tr>
<tr>
<td></td>
<td>A Level Grade E or better</td>
</tr>
<tr>
<td>1119 English</td>
<td>Grade C6 or above</td>
</tr>
<tr>
<td>Test of English as a Foreign Language (TOEFL)</td>
<td>550 paper based</td>
</tr>
<tr>
<td></td>
<td>213 computer based</td>
</tr>
<tr>
<td></td>
<td>80 internet based (20 in each section)</td>
</tr>
<tr>
<td>Pearson Test of English</td>
<td>59 (some courses may require higher score)</td>
</tr>
<tr>
<td>WA Tertiary Entrance Examination (TEE) English or English Literature</td>
<td>50%</td>
</tr>
<tr>
<td>Western Australian Universities Foundation Program (WAUFP) English (ELACS)</td>
<td>50%</td>
</tr>
<tr>
<td>English as a Second Language (ESL)</td>
<td>Pass mark varies each year (normally 60% or above)</td>
</tr>
<tr>
<td>Curtin University Test of English (CUTE)</td>
<td>C*</td>
</tr>
<tr>
<td>South Australian Certificate of Education in the subject of English as a Second Language</td>
<td>Score 11 or higher</td>
</tr>
<tr>
<td>Cambridge Certificate of Proficiency in English/Cambridge Certificate in Advanced English</td>
<td>Grade C or better</td>
</tr>
<tr>
<td>Successful completion of one semester of full time study of a Bachelor degree course at an Australian University</td>
<td>☐</td>
</tr>
<tr>
<td>Successful completion of any Australian university English Language Proficiency Program of one semester (six months) full time in duration or more, that satisfy degree entry requirements at those universities</td>
<td>☐</td>
</tr>
<tr>
<td>Successful completion of Curtin’s English Language Bridging Course</td>
<td>☐</td>
</tr>
</tbody>
</table>

A comprehensive list of qualifications that meet Curtin’s English Language requirements for undergraduate study can be obtained from Curtin’s International Office.

*Some courses may not accept CUTE and some may require a higher grade. Each application is assessed on a case-by-case basis. For example, courses that do not accept CUTE include:*
- Department of Education all courses

**NOTE 1:** Students applying from certain countries (such as China, India and Vietnam) will need to achieve a required level in the IELTS test in order to be issued with a student visa by the Australian Government.

**NOTE 2:** Results from IELTS, TOEFL and CUTE are valid for two years.

**NOTE 3:** Some courses require higher IELTS, TOEFL and CUTE scores. These are listed under ‘course prerequisites’ on pages 44-59 of the ‘2011 Undergraduate and Postgraduate Guide for International Students.’

To access this document, visit [http://international.curtin.edu.au/](http://international.curtin.edu.au/)
Section 6: Regulatory Data Collection

Citizenship / Personal

1) Citizenship Status:
   - Australian Citizen
   - New Zealand Citizen
   - Australian Permanent Resident

2) Country of Birth: __________

3) If you were born outside Australia, what year did you arrive in Australia? Year: __________

4) What country will you reside in while studying with Open Universities Australia? If Australia, please list postcode.
   Country: __________ Postcode (Australia): __________

5) Are you of Australian Aboriginal or Torres Strait Islander Descent?
   - Neither Australian Aboriginal nor Torres Strait Islander
   - Australian Aboriginal & Torres Strait Islander
   - Australian Aboriginal
   - Torres Strait Islander

6) What language do you speak at home?

Educational Background

7) Have you commenced and/or completed a bachelor level course?
   - Never commenced (skip to Question 8)
   - Commenced, not completed (continue immediately below)
   - Completed (continue immediately below)
   State year of last enrolment: __________

8) Have you commenced and/or completed a postgraduate level course?
   - Never commenced (skip to Question 9)
   - Commenced, not completed (continue immediately below)
   - Completed (continue immediately below)
   State year of last enrolment: __________

9) Have you commenced and/or completed a VET level course?
   - Never commenced (skip to Question 10)
   - Commenced, not completed (continue immediately below)
   - Completed (continue immediately below)
   State year of last enrolment: __________

10) Have you commenced and/or completed a sub-degree level course?
    - Never commenced (skip to Question 11)
    - Commenced, not completed (continue immediately below)
    - Completed (continue immediately below)
State year of last enrolment: ______________

11) Have you commenced and/or completed a sub-degree VET level course?
   - Never commenced (skip to Question 12)
   - Commenced, not completed (continue immediately below)
   - Completed (continue immediately below)

State year of last enrolment: ______________

12) Have you completed any other qualification (e.g. Certificate of Attainment, Certificate of Competence)?
   - Never commenced (skip to Question 13)
   - Completed (continue immediately below)

State year of completion: ______________

13) Where did you undertake the final year of secondary education? (e.g. Year 12, Matriculation)
   - Did not complete final year (skip to Question 14)
   - Secondary College/High School (continue immediately below)
   - Other institution e.g. TAFE (continue immediately below)

State year of completion: ______________

14) Did you complete your final year of secondary education outside Australia?
   - Yes (skip to Question 16)
   - No (continue immediately below)

If no, write down the Australian state or territory where you completed your final year of secondary education

State or Territory: ______________

15) If you have completed your secondary education in either 2010 or 2011, please provide the suburb and postcode of your current residence and also your Tertiary Education Rank (TER) or equivalent

Suburb: ______________ Postcode: ______________ TER (or equivalent): ______________

16) What is the highest level of education completed by your parent / guardian #1?
   - Postgraduate
   - Bachelor
   - Other Post School Qualification
   - Final Year of Secondary Education
   - Did not complete Year 12 Secondary Education
   - Completed Year 10 Secondary Education
   - Did not complete Year 10 Secondary Education
   - Unsure
   - Not applicable

17) Parent / Guardian # 1 is:
   - Male
   - Female

18) What is the highest level of education completed by your parent / guardian #2?
   - Postgraduate
☑ Bachelor
☑ Other Post School Qualification
☑ Final Year of Secondary Education
☑ Did not complete Year 12 Secondary Education
☑ Completed Year 10 Secondary Education
☑ Did not complete Year 10 Secondary Education
☑ Unsure
☑ Not applicable

19) Parent / Guardian # 2 is:
☑ Male
☑ Female

20) Have you studied a course as a Commonwealth supported student prior to 2010?
☑ Yes (continue immediately below)
☑ No (skip to Special Needs)

21) If yes, did you complete the course?
☑ Yes (continue below)
☑ No (skip to Question 24)

22) Is the completed course a pre-requisite to the course you are applying to?
☑ Yes (continue below)
☑ No

23) Which year did you commence the incomplete or pre-requisite course?
☑ Before 2008
☑ 2008
☑ 2009

Special Needs

24) Do you have a disability, impairment or long-term medical condition which might affect your studies?
☑ Yes (continue below)
☑ No (skip to Privacy and Declaration section)

25) Tick area (s) of impairment:
☑ Hearing
☑ Vision
☑ Mobility
☑ Learning
☑ Medical
☑ Other

26) Would you like assistance with facilities, equipment and disability support services? (Co-ordinated by the provider)
☑ Yes
☑ No
**Privacy and Declaration**

**Privacy Statement**
Open Universities Australia and Curtin University are providing you with this notice because they have sought personal information about you. Both institutions abide by the Privacy Act 1988 (Cth) and will not reveal your information to anyone unless authorised by law. Supply of incomplete, misleading, or false information may result in the cancellation of your enrolment. Please note that failure to supply all required information, may result in Open Universities Australia and Curtin University not being able to properly administer your enrolment, and you may not receive information and correspondence important to your studies.

**Permission Statement**
I understand that:

- Curtin University and Open Universities Australia are collecting information in this form for the purpose of assessing my application to the course.
- Open Universities Australia and Curtin University 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) if I choose to use HECS-HELP; and
- Open Universities Australia, Curtin University and DEEWR 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: csp.apply@open.edu.au

or

Fax: +61 3 8628 2900

**Office Use Only**

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