



University of Sydney

Faculty of Science
CRICOS code 00026A

Application for admission to the Graduate Diploma in Science (Psychology) 2006

Applicants must read this information carefully before completing the application for admission.

General information

- This application form is only for local students. Only Australian citizens, Australian permanent residents and citizens of New Zealand should use this form to apply. Other applicants should contact the International Office on (+612) 9351 4079 or at info@io.usyd.edu.au for application materials and assistance.
- Complete the application form using BLOCK LETTERS, and where required, write clear crosses in the appropriate boxes.
- Please ensure that the information on your application is complete, that all of the required documentation is included, and that the application is legible. Incomplete or illegible applications may be delayed.
- Continued enrolment in this program is subject to demonstrated satisfactory annual progress.

Information specific to this degree program – please read carefully

- Admission to the Graduate Diploma in Science (Psychology) in 2006 is **limited by quota**. Entry will be based on academic merit with the minimal entry conditions being: a credit average in year 3 Psychology units; 32 credit points of year 3 Psychology including Statistics; these results having been obtained in a degree within the last ten years.
- Successful applicants will be notified by mail in **late December**. Faculty and School staff will not be at liberty to discuss the progress of applications until then. Applicants are advised that there may be a second round of offers made in late January.
- If you are offered a place in the program then you **MUST NOTIFY YOUR ACCEPTANCE OF THE OFFER BY THE DATE NOMINATED** in your letter of offer (normally the second week of January) : failure to do so will result in the offer being deemed to have lapsed.
- The closing date for applications for this program is **FRIDAY 28th OCTOBER**. This date will be strictly adhered to and no applications received after the closing date will be considered. Applications should be handed in to the Faculty Office.

Supporting documentation

You are required to provide documentation in support of this application. If you do not attach all of the documents required by the Faculty, your application may not be considered. The documents you may have to provide include:

- * evidence of your residency status
- * proof of change of name
- * academic transcripts for your qualifications
- * evidence of English proficiency
- * information about your record of exclusion
- * information about your technical, professional or other qualifications
- * information about your employment experience

There is information on the application form about the circumstances under which you must provide documentation. You should try to provide originals wherever possible, especially of academic documents such as transcripts, and English test result notices. Faculty and Student Centre staff can sight original documents and copy them for you so that you need not submit originals with your application. If you have questions about which types of documents are acceptable in support of your application, or whether or not original documents can be returned to you after your application has been processed, you should contact the Faculty.

If your supporting documents are not in English you must provide translated versions of those documents in addition to certified copies of the originals. These translations should be official. Some examples of the types of translations which may be accepted are those produced by the Ethnic Affairs Commission (EAC), the Department of Immigration, Multicultural and Indigenous Affairs (DIMIA), or by an accredited National Accreditation Authority for Translators and Interpreters (NAATI) translator of at least 'Translator' or 'Level 3' status. Please note that if you are providing copies of translations, rather than originals, those copies must also be certified.

Making enquiries and submitting your application

- You may direct any enquiries you have about your application to the postgraduate adviser of the Faculty on 9351 7839.
- This form should be forwarded to the Faculty no later than the closing date: Friday 28th October, 2005.
- You will be advised by mail of the result of this application in late December, and if it is successful, what the acceptance and enrolment procedures are for you to follow.
- Enquiries about financial assistance should be directed to the Financial Assistance Office on (+612) 9351 2416 or at fao@stuserv.usyd.edu.au.



THE UNIVERSITY OF SYDNEY

Application for admission into Graduate Diploma in Science (Psychology) in 2006

Personal details: Please provide the following information.

Surname Title Gender

Given names

Previous names (attach documentary evidence of name change)

Student number (if previously enrolled at the University of Sydney) Date of birth

Residency: Please indicate your residency status.

Are you currently a citizen of Australia? citizen of New Zealand? permanent resident of Australia?

If you are a permanent resident of Australia please indicate the date your visa was granted (if it was granted in Australia) or otherwise the date you first landed in Australia with this visa.

Please note that you must provide documentary evidence for the information you provide in this section. You can provide a certified copy of your birth certificate or copies of the relevant pages from your passport.

Please indicate to which of the following categories you belong:

Neither Aboriginal nor Torres Strait Islander Torres Strait Islander
Aboriginal Aboriginal and Torres Strait Islander

Postal address

State Postcode Country (if not Australia)

Daytime telephone Evening telephone Email address

Application information: Please provide the following information.

I would like to be admitted to study (full-time or part-time).

Tertiary qualifications: All applicants must complete this section. You should provide original academic transcripts in support of your application unless this tertiary study was attempted at the main campus of the University of Sydney. If your documents are not in English you must also attach an approved translation.

Name of tertiary qualification	Honours class	Graduation date	Institution attended

English proficiency: If you have not completed a tertiary qualification in Australia and your qualifications were obtained from a university or other institution where the language of instruction was not English, you must provide evidence of English proficiency, eg, IELTS, TOEFL or a result from another approved test. You are advised to discuss English proficiency requirements with faculty staff before applying if you have studied overseas.

Record of exclusion: Please answer the following questions about your academic history. If the answer to any of these questions is yes, please provide full details and copies of any relevant documentation.

Have you ever been excluded or suspended from a course at a university or other tertiary institution for any reason? Yes/No

Have you ever been asked to show cause why your enrolment in any course should not be suspended/terminated? Yes/No

Have you ever been asked to explain unsatisfactory progress in any course? Yes/No

Other qualifications: Please list the most relevant technical, professional or other qualifications you possess. Completing this section may not be necessary for admission into all courses. Faculty staff can provide information about relevant qualifications and which supporting documentation should be attached.

Additional information: Please outline in brief your reasons for applying for admission. You may also include other information which is relevant to your application. If the allocated space appears to be insufficient you can attach a more lengthy statement to this form and/or discuss your application with faculty staff. This item may not be relevant for admission into all courses.

Declaration: I declare that the information submitted in this application is correct and complete, and I agree that the University may obtain official records from any university or other institution previously attended by me. I undertake to advise the Faculty immediately of any change to the information submitted in this application. I am aware that it is the policy of the University that if my program should result in the lodging of a long essay or dissertation it can be made available for use immediately, either to be read, photocopied or microfilmed.

Signature

Date

Office use only

Head of Department's, or delegated officer's, recommendations and report:

I recommend that this application be rejected.

Reasons and comments:.....
.....

I recommend that this applicant be admitted full-time or part-time starting
The candidate is to be admitted without conditions or is subject to a preliminary examination
or is on probation for a period of semesters.

NB: The Head of Department is obliged to notify probationary candidates when their candidature is confirmed and to provide an explanation if the candidature will not be confirmed due to unsatisfactory progress. Candidates must be given warning if their progress is not satisfactory. Probationary periods should not normally be more than two semesters in length.

Comments:
.....

I recommend or do not recommend that the applicant be appointed a supervisor/adviser. This person is named below. Note that the supervisor must agree to this arrangement by signing the application form at the end of this page.

Supervisor: Staff No:..... Dept./Location:.....

NB: The staff number indicated here must be the staff number appearing on the payslip.

If the applicant is not a graduate of the University of Sydney, I recommend that their academic qualifications be accepted as equivalent to a Bachelor's (pass) degree or a Bachelor's (Hons) 1st or 2nd class or a Master's degree

Comments:
.....

Authorisation and comments of Head of Department or delegated officer:

Signature:..... Date:.....

Additional comments:
.....

Agreement of supervisor/adviser:

I agree to supervise/advise the candidate and I have noted the Head of Department's recommendations. My staff number (the staff number appearing on my payslip) is

Signature: Date:

Intending supervisors/advisers should refer to the resolutions of the Academic Board relating to higher degrees.

Office use only

Faculty/Board of Studies/Graduate School/College decision:

Original documentary evidence of the candidate's qualifications has been sighted
or is yet to be produced

I approve admission as recommended by Head of Department.

I approve admission on the basis that the applicant holds an approved qualification or is the graduate of an approved institution, according to Part 9 of the University of Sydney (Amended Act) Rule 1999.

I do not approve admission.

Signature:.....Date:.....

Comments:
.....
.....

Committee for Graduate Studies decision:

This section is to be completed by the Chairperson of the Committee for Graduate Studies or delegated officer where the applicant does not hold an approved qualification or is a graduate of an institution not on the approved list of the Committee for Graduate Studies.

I approve admission to candidature under Part 9 of the University of Sydney (Amendment Act) Rule 1999.

The special conditions, if any, are described below.

Special conditions:
.....
.....

I do not approve admission for the reasons set out below.

Reasons:

Signature:.....Date:.....

Faculty office use:

Application details entered on local database/Admissions Module Initials and date:.....

Offer made on Admissions Module Initials and date:

Degree code: Dept. code: SID:

Notes: