

**Bachelor of Information Studies
Application Fee**

(to be completed and returned with the Application Form)

***2055-LB007A (i.e. IT 18-806-00 (22), Nov 2022 intake)**

Fee enclosed: HK\$150.00

Cheque No.: _____

Please submit a crossed cheque and make payable to "HKU SPACE".

PERSONAL PARTICULARS

Name: (*Mr./Mrs./Miss/Ms) _____

**Name in Chinese characters
(if appropriate)**

HKID Card/ Passport No.: _____

E-mail Address: _____

Home Tel. No.: _____

Mobile Phone: _____

Office Tel. No.: _____

Fax No.: _____

***Delete as inappropriate**

Received HK\$150.00 application fee imprinted

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Please complete this part in **BLOCK LETTERS**

The application fee is non-refundable

Name:
Full Postal
Address:

Please also complete this part

Note:

The HK\$150.00 application fee is non-refundable and will cover the cost of processing your application. When validated by machine this will also serve to acknowledge receipt of your application for the above course. If you are accepted to attend the course, the course fee will be collected.

PROFESSIONAL & RELEVANT QUALIFICATIONS

Explain why you wish to take the **Bachelor of Information Studies**, and state what you expect from this course

Please state whether you have attended any training/studies in library and information science.

DECLARATION

I declare that the information provided by me in this application form is accurate and complete.

Date: _____ Signature: _____

Application for Admission

International students offshore - distance education study



Privacy

The personal information you provide on this form to gain admission to Charles Sturt University (CSU) is governed by the Privacy and Personal Information Protection Act 1998 (NSW). Your information will be used to assess your eligibility for admission to CSU and for other administrative functions within the University (and where you may be studying with a CSU partner or affiliate institution, establishing student records at that institution). We may disclose some of your information to other individuals or organisations to check the academic and other qualifications upon which your application for admission is based, to meet legislative reporting requirements, and for the administration and collection of fees. Depending on the information to be examined, this may involve the international transmission of personal information.

The personal information you provide will not be made available to any other person or organisation outside of the University or for any other purpose without your consent or where authorised by law, and will be disposed of in accordance with Government regulation. You may access your personal information to ensure that it is not inaccurate, irrelevant to the purposes for which it was collected, misleading, incomplete or out-of-date.

You may also ask us to amend any of the information we hold about you or add comments or explanation in relation to the information we hold on you. To do this, please write to: University Admissions Office, Locked Bag 676 Wagga Wagga, NSW Australia 2676 or to the Student Administration Office at your administrative campus.

If you are unhappy with the way we have handled or failed to handle your personal information, you may apply to have the matter reviewed by lodging a formal application to: The University Secretary, Charles Sturt University, The Grange, Panorama Ave Bathurst, NSW Australia 2795

1 Personal details

Title: Mr Mrs Ms Miss Dr

Family name First or other names

Previous family name (if applicable)

Date of birth (DD/MM/YY)

Gender Male Female

Address

Town/City Postcode/Zip code

State/Province Country

Telephone (include country code and area code)

Home Business

Facsimile Email

If you have previously been enrolled at Charles Sturt University please provide your student number:

2 Course

Not all courses are available for study in each intake. You should check the online course brochure at www.csu.edu.au/courses to confirm the offering. Your application will be considered for the next available intake. Please indicate if you wish to study in a future year (i.e. not this year).

Course name in full: e.g Bachelor of Nursing (first preference)	Bachelor of Information Studies	ADMISSION CODE:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Intake:	<input type="checkbox"/> Session 1 (March)	<input type="checkbox"/> Session 2 (July)	<input checked="" type="checkbox"/> Session 3 (November)			

Course name in full: e.g Bachelor of Information Technology (second preference)	Not Applicable to HK Applicants via HKU SPACE	ADMISSION CODE:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Intake:	<input type="checkbox"/> Session 1 (March)	<input type="checkbox"/> Session 2 (July)	<input type="checkbox"/> Session 3 (November)			

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App Entered	<input type="text"/>	Eligible/ineligible reason	<input type="text"/>
App Checked	<input type="text"/>	Rank	<input type="text"/>
Docs Checked	<input type="text"/>	Credit assessed	<input type="text"/>
Docs Required	<input type="text"/>	BOA	<input type="text"/>

3 English language proficiency

All International students must demonstrate an acceptable level of English proficiency to gain admission to Charles Sturt University. If you have completed formal studies in Australia, Canada, Fiji, Ireland, Kenya, New Zealand, Papua New Guinea, Singapore, the Solomon Islands, South Africa, the United Kingdom, the USA, Western Samoa or Zambia, you have satisfied CSU's English proficiency admission requirement.

It should be noted that IELTS is the preferred test.

Please indicate your level of English proficiency by providing English language test results taken in the last two years:

Academic IELTS	Overall	Listening	Reading	Speaking	Writing
TOEFL	Overall	Test for written English			
Other (please specify)					
If you do not have test results, please indicate when you took, or intend to take, the English language test. Please forward the results as soon as possible.					

4 Citizenship and residency

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What is your country of citizenship?	
What is your first language?	
What is your country of birth?	
If you are currently living in Australia but do not have permanent residence, please indicate your current visa status	
If you currently hold an Australian student visa, please provide details of the visa subclass, visa number and visa expiry date	

5 Education

Secondary school study (High school)

Year completed	School	Highest level completed	Country

Post secondary school study

Duration		Name of Institution	Country	Name of course studied, with details of major studied and class of honours (if applicable)	Year completed
From Year	To Year				
If you have not yet completed your course, please indicate when you expect to qualify for your award.					

6 Exemptions/credit

Do you wish to apply for exemptions/credit?

Yes*

No

Name of the institution where previous study was completed

*You must provide a verified copy of your results as well as a verified copy of the English translation. Also attach a subject outline fully describing the content of the subject that you believe warrants consideration for exemption/credit. Your application for exemption/credit cannot be determined until this information is received.

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7 Employment experience

YOU MUST COMPLETE THIS SECTION. Many CSU courses consider the duration and type of work experience you have had when determining eligibility for admission. In addition to this summary, please attach a more detailed resumé to your Application for Admission form.

Duration		FT, PT* or Casual*	Employer/Country	Position	Main duties (e.g. clerical, administrative or managerial/supervisory activities)
From	To				

NOTE: FT = full-time; PT = part-time

*PT or Casual please indicate hours of work per week

8 Education level of your parents or guardians (Optional)

NOTE: The Australian Government Department of Employment, Education and Workplace Relations requires this information to be collected for statistical purposes. It will not be used by Charles Sturt University in the assessment of your application for admission.

These questions are about the highest level of education completed by your parents or guardians. Please answer for up to two people who, during all (or most) of your school years, were your parents or guardians. If you have more than two, answer for the two you have spent the most time with.

What is the highest level of education completed by your parent/guardian? (tick one): * or equivalent	Parent/guardian 1			Parent/guardian 2		
	<input type="checkbox"/> Male	<input type="checkbox"/> Female	<input type="checkbox"/> No parent/guardian	<input type="checkbox"/> Male	<input type="checkbox"/> Female	<input type="checkbox"/> No parent/guardian
Postgraduate qualification (e.g. Graduate Diploma, Master degree, PhD)						
Bachelor degree						
Other post-school qualification (e.g. Associate Degree, Diploma, Advanced Diploma, completed apprenticeship, VET/TAFE certificate)						
Completed Year 12 schooling*						
Completed Year 10 schooling*, continued at school, but didn't complete Year 12 schooling*						
Completed Year 10 schooling*						
Didn't complete Year 10 schooling*						
Don't know						

9 Health and disability

Do you have a disability or long-term medical condition that may affect your studies?

Yes*

No

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*If you have any health or disability issues that may impact on your study while at CSU, please visit Disability Services at: www.csu.edu.au/division/studserv/equity or make contact with the Disability Liaison Officer for more information:

10 Your Representative / Agent's contact information

By providing these contact details you are authorising Charles Sturt University to send a copy of all correspondence relating to your admission and first session enrolment to that person.

Representative/Agent name	HKU SPACE	Agent's stamp
Address	13/F, Fortress Learning Tower, 250 King's Road, HONG KONG.	
Town/City	Postcode/Zip code	
State/Province	Country	
Telephone (include country code and area code)		
Home	Business	
Facsimile	Email	

11 Declaration and signature

I wish to be considered for admission to the course/s shown in Section 2 of this Application for Admission form.

- I declare the information that will be supplied in this application and the documentation supporting it will be correct and complete.
- I acknowledge that the provision of false or misleading information may result in the cancellation of this application and/or withdrawal of any offer and/or enrolment with immediate expulsion from the University.
- I authorise the University to verify any information provided by me.
- I authorise the University to obtain, where necessary, from any other educational institution including 'Qualsearch', evidence of my academic record or to seek other corroborating evidence with respect to my application.
- I authorise the University to release details of my CSU academic records as requested by other education institutions to assist and corroborate the processing of applications I may make to such institutions.
- I understand that the University may disclose the personal information I have given in this application to the Department of Education, Employment and Workplace Relations (DEEWR), or its successor, and that DEEWR will collect and store my personal information for:
 - (a) use in connection with the Higher Education Information Management System (HEIMS), and/or
 - (b) use in connection with the National Data Collection on University Applications and Offers, and/or
 - (c) other collections as DEEWR, or its successor, may lawfully require from time to time.

NB: Your application may be cancelled if you do not provide true and complete information in connection with your application, or if you make any changes to the above declaration and authority.

Signature: _____

Name (please print): _____ Date / /

Return Application for Admission form to:
 Admissions Office
 Charles Sturt University
 Locked Bag 676
 WAGGA WAGGA NSW 2678
 AUSTRALIA
 via HKU SPACE

Facsimile: +61 2 6933 2063
 Email: admissions@csu.edu.au

Enquiries:
 Telephone: +61 2 6933 4334