

**Personal details**

Title:  Mr  Ms  Other

Family name: \_\_\_\_\_  
 Given names: \_\_\_\_\_  
 Preferred name: \_\_\_\_\_  
 Date of birth:        /        /        (day/month/year)

Gender:  Male  Female

**Contact details**

Address in Australia



**Indo-Australian  
Education Centre**  
 Suite - 908, Level - 9,  
 365 Lt Collins Street, Melbourne,  
 Victoria 3000, Australia.  
**Phone:** +61 3 9670 1140  
**Fax:** +61 3 9670 1142  
**Email:** iaec@optusnet.com.au

Address overseas (must be applicant's address – not agent's address):  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Home telephone: \_\_\_\_\_  
 Mobile telephone: (please include country code)  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Email (must be applicant's email – not agent's email):  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Country of birth: \_\_\_\_\_  
 Nationality: \_\_\_\_\_

Are you a citizen or permanent resident of Australia?

Yes  No

If yes, please provide evidence of citizenship or residency (eg. a certified copy of your birth certificate, passport, citizenship certificate or visa). Unless verification is supplied, you will be classified as an international student.

Passport number: \_\_\_\_\_

**Education details**

**Secondary education – highest level achieved**

Name of qualification (eg. Year 12, HKALE or 'A' Levels):  
 \_\_\_\_\_  
 School attended:  
 \_\_\_\_\_

Completed:  Yes  No

Country/State: \_\_\_\_\_  
 Language of instruction: \_\_\_\_\_

**Tertiary and further education**

Name of qualification:  
 \_\_\_\_\_  
 Institution attended:  
 \_\_\_\_\_

Completed:

Yes  No

*Please attach certified copies of all academic transcripts or mark sheets.*

Are you currently enrolled in another institution?

Yes  No

If yes, please provide a "letter of release".

Name of institution:  
 \_\_\_\_\_

**Employment history**

If you believe you have relevant employment experience, please attach details.

**Program selection**

Please complete the relevant section for each program you wish to undertake. If you wish to study a Diploma of Commerce at QIBT and then a Bachelor of Commerce at Griffith University, you must complete both QIBT and Griffith University sections.

	<b>QIBT program commencement</b>
<b>English language</b> Mixed English and Academic Program (MEAP)	Year <input type="text"/> February <input type="checkbox"/> June <input type="checkbox"/> October <input type="checkbox"/>
<b>Pre-university level</b> Certificate IV in University Foundation Studies (the Griffith University foundation program)	Year <input type="text"/> February <input type="checkbox"/> June <input type="checkbox"/> October <input type="checkbox"/>
<b>University level</b> Diploma of Biosciences Diploma of Commerce Diploma of Criminology and Criminal Justice Diploma of Engineering Diploma of Graphic Design Diploma of Hotel Management Diploma of Information Technology	Year <input type="text"/> February <input type="checkbox"/> July <input type="checkbox"/> Year <input type="text"/> February <input type="checkbox"/> June <input type="checkbox"/> October <input type="checkbox"/> Year <input type="text"/> February <input type="checkbox"/> July <input type="checkbox"/> Year <input type="text"/> February <input type="checkbox"/> July <input type="checkbox"/> Year <input type="text"/> February <input type="checkbox"/> June <input type="checkbox"/> October <input type="checkbox"/> Year <input type="text"/> February <input type="checkbox"/> June <input type="checkbox"/> October <input type="checkbox"/> Year <input type="text"/> February <input type="checkbox"/> June <input type="checkbox"/> October <input type="checkbox"/>
<b>Postgraduate</b> Postgraduate Qualifying Program (PQP)	Year <input type="text"/> February <input type="checkbox"/> July <input type="checkbox"/>

**Griffith University**

Program: (e.g. Bachelor of Commerce) \_\_\_\_\_  
 Campus: (e.g. Nathan) \_\_\_\_\_

### Accommodation

Do you want QIBT to arrange accommodation for you?

Yes  No

If yes, what type of accommodation?

Homestay  On-campus  Off-campus

If you ticked "Yes", please contact accommodation@qibt.qld.edu.au or visit our website to download the application forms.

### Airport reception

Do you require airport pick-up?

Yes  No

### Request for learning support

Is there anything that may affect your learning (for example impairments to your mobility, sight, hearing, reading or writing)?

Yes  No

If yes, please indicate your needs on a separate sheet of paper and attach to this application.

### International students only

#### English proficiency

IELTS (Academic) or TOEFL score:

Other:

Are you currently enrolled in an ELICOS school?

Yes  No

If yes, name of school:

Current level of English:

#### Overseas Student Health Cover (OSHC)

Please tick if you do not want your e-mail address provided to the OSHC provider

If you already have OSHC, please provide:

OSHC provider's name:

Your membership number:

### Sponsored students only

Name of organisation sponsoring you:

Type of sponsorship (ie. tuition fees and/or living expenses):

### Other information

How did you first learn about QIBT? You may tick more than one.

Recommended by an education agent

Internet

Recommended by a friend/relative

Is your friend / relative a QIBT student?  Yes  No

Exhibition / Seminar

Newspaper / Magazine



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### Disclaimer

I grant QIBT permission to provide my parent(s) or guardian(s), when requested, with any information pertaining to my application to study, ongoing academic progress, results and attendance.

Yes  No

### Application checklist

#### Check that you have:

Completed all sections of the *Application form*

Read and understood the *Conditions of Enrolment* including the *Fee Refund Policy* on page 26

#### Check that you have attached:

Certified copies of your academic qualifications

Evidence of your English language ability if required

A copy of your passport, visa or birth certificate if required

Any relevant employment documentation if required

### Declaration

I declare that the information I have supplied on this form is, to the best of my understanding and belief, complete and correct. I understand that the giving of false or incomplete information may lead to the refusal of my application or cancellation of enrolment. I have read and understood the published course information in the brochure or website and I have sufficient information about QIBT and Griffith University to enrol. I give QIBT and Griffith University permission to obtain official records from an educational institution attended by me. I understand that QIBT and Griffith University collects, stores and uses personal information only for the purposes of administering prospective, current and graduate student admissions, enrolment and education and that the information collected is confidential and will not be disclosed to third parties without my consent, except to meet government, legal or other regulatory authority requirements (for further information consult QIBT's Privacy Policy at [www.qibt.qld.edu.au/policies.asp](http://www.qibt.qld.edu.au/policies.asp) and Griffith University's Personal Information Privacy Plan at [www.griffith.edu.au/ua/aa/vc/pp/](http://www.griffith.edu.au/ua/aa/vc/pp/)). I understand that if I have applied through an approved QIBT and/or Griffith University agent, all correspondence relating to my application will be forwarded to that agent. I understand that fees may rise. I accept liability for payment of all fees as explained in this brochure, and I agree to abide by the Fee Refund Policy which is current at the time of my studies at QIBT. I understand that this may be different to the Fee Refund Policy as specified in this brochure. I have also read the section in the QIBT brochure relating to costs of living and I understand that living expenses in Australia may be higher than in my own country and I confirm that I am able to meet these costs. I understand that by signing this *Application form*, I will be sent Letters of Offer for QIBT and Griffith University programs.

Applicant's signature:

Date: / / (day/month/year)

If you are under 18 years of age, your parent or guardian must also sign this application form.

Parent's/Guardian's signature:

Date: / / (day/month/year)

### Postal address for applications

Admissions Officer  
Queensland Institute of Business and Technology  
Griffith University, Mt Gravatt Campus  
170 Kessels Road  
NATHAN QLD 4111 AUSTRALIA  
Phone: (61 7) 3735 6900  
Fax: (61 7) 3735 6901  
Email: qibt@ibteducation.com  
Internet: [www.qibt.qld.edu.au](http://www.qibt.qld.edu.au)

QIBT CRICOS Provider Code: 01737F

Griffith University CRICOS Provider Code: 00233E