

Application Form

FOR OFFICE USE ONLY

(STUDENT DO NOT FILL IN THIS SESSION)

Application ID _____

Date received by SRC

(dd/mm/yyyy): _____

SRC's stamp and signature

Date received by admission

(dd/mm/yyyy): _____

Admission's stamp and signature

Program Centre's Approval:

- Conditional on English
- Conditional on Diploma
- Conditional on Degree
- Unconditional
- English Exemption Granted
- Recommended for Diploma
- Other: _____

Approved by selection officer

(dd/mm/yyyy): _____

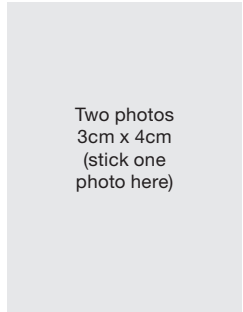
Selection officer's stamp and signature

Note: _____

SECTION 1 Personal Information

Have you previously applied for a place or been enrolled in a program at RMIT?

Yes ▶ Student ID: _____



Title *Mr, Mrs, Ms, Dr*

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Family Name as stated in your ID card or passport in CAPITAL LETTERS

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Middle Name(s) as stated in your ID card or passport in CAPITAL LETTERS

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Given Name as stated in your ID card or passport in CAPITAL LETTERS

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Date of Birth *dd/mm/yyyy*

--	--	--	--	--	--	--	--	--	--	--

Gender

- Male Female

SECTION 2 Residency and Language**2A. Citizenship**

- Vietnamese citizen Diplomatic Official Dependant
 Other _____

If you are **NOT** Vietnamese citizen, please specify:

Passport Number: _____

Issued date *(dd/mm/yyyy)* _____ Expiry date *(dd/mm/yyyy)* _____

Please attach a copy of your Passport and Visa with this application (for international students only).

- Work permit Category Visa B
 Temporary Residence Card Visa Exemption

2B. English Skill

Is English your first language? Yes

If English is not your first language, have you taken an English test?

- IELTS TOEFL RMIT English Placement Test

Result: _____

Date taken *(dd/mm/yyyy)* _____

SECTION 3 Contact Information**3A. Permanent Home Address**

House Number and Street name		Ward
District / Town	Province / City	Country

3B. Postal Address Tick if same as above

House Number and Street name		Ward
District / Town	Province / City	Country

3C. Contact Details

Mobile	Telephone	Email
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3D. Emergency Contact Person

Full name	Relationship
Mobile	Email

3E. Emergency Response

Confirm with Emergency Contact Person before hospitalisation. Yes

Please specify how a hospital should be selected in case of emergency. *(Tick ONE box only)*

Campus Medical Clinic Preference
Note: Student will be liable for hospital charges.

Student Preference _____

SECTION 4 English Program Registration

English Program English for University English for IELTS
(Tick ONE box only)

Entrance Level: _____ Commencement Date (dd/mm/yyyy): _____

SECTION 5 Higher Education Program Registration**5A. Academic Pathway** *(Tick ONE box only)*

- English - Degree
 English - Diploma - Degree
 English - Diploma
 Diploma
 Diploma - Degree
 Degree
 English only

5B. Diploma Program

Program Code	Program Name
<input type="text"/>	<input type="text"/>

5C. Degree Program

Program Code	Program Name
<input type="text"/>	<input type="text"/>

Stream / Minors* (if known) _____

** To be clarified with your consultant*

5D. Intake in which you wish to start February 20 _____ June 20 _____ October 20 _____

5E. Campus on which you are applying for Saigon South Hanoi

SECTION 6 Special Information

If claiming exemptions from part of this program, please indicate on which basis and please provide a Recognition of Prior Learning or Credit Transfer Application Form together with supporting documentation. Work experience
 Previous study

Are you applying for a scholarship? Yes ▶ Scholarship program: _____

Are you being sponsored by your employer? Yes ▶ Employer's name: _____

Do you have a Certificate of Priority Enrolment issued by RMIT Vietnam and Bao Minh CMG / Dai-ichi Life? Yes ▶ Policy number: _____

Do you have brother or sister who have enrolled in a program at RMIT? Yes ▶ Student ID number: 1/ _____ 2/ _____ 3/ _____

SECTION 7 Academic Record Information

Applications may not be considered unless the following are provided:

- » Result statements for all programs and course attempted/completed
- » Proof of successful completion of academic qualification(s)

7A. List all academic qualifications previously attempted or completed

High School Qualification (if you attended more than 01 school, please list the most recent one) <i>(eg. High School Diploma, IB, A Levels...)</i>			
School Name <i>(Please do not abbreviate)</i>			Country
Duration <i>(year/s)</i>	Date started <i>(month / year)</i>	Date Completed <i>(month / year)</i>	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time
Successfully completed entire program <i>(If YES, please provide certified copies)</i>			GPA / CGPA
			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Waiting Result

University / College Qualification <i>(eg. Advanced Diploma of Business, Bachelor of Business Administration...)</i>			
Institution <i>(eg. HCMC University of Economics...)</i>			Country
Duration <i>(year/s)</i>	Date started <i>(month / year)</i>	Date Completed <i>(month / year)</i>	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time
Successfully completed entire program <i>(If YES, please provide certified copies)</i>			GPA
			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Waiting Result

Other Qualification <i>(please provide full name)</i>			
Institution <i>(Please do not abbreviate)</i>			Country
Duration <i>(year/s)</i>	Date started <i>(month / year)</i>	Date Completed <i>(month / year)</i>	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time
Successfully completed entire program <i>(If YES, please provide certified copies)</i>			GPA
			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Waiting Result

7B. Have you previously been excluded from RMIT Vietnam or any other college or university?

Yes ▶

Institution
Reason

SECTION 8 Employment Information**8A. Relevant Employment History**

If you wish your work experience to be considered, please complete this section. You may wish to attach further professional information such as a curriculum vitae or letters of support from employers.

From (mm/yyyy)	To (mm/yyyy)	Position
Duties		
Company / Employer		Country

From (mm/yyyy)	To (mm/yyyy)	Position
Duties		
Company / Employer		Country

From (mm/yyyy)	To (mm/yyyy)	Position
Duties		
Company / Employer		Country

8B. Relevant Memberships and/or affiliations *(including trade or professional organizations)*

Organization	Your Status
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Organization	Your Status
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SECTION 9 Privacy Release Waiver

By signing the declaration below, I give permission to the Academic Registrar at RMIT Vietnam to release information concerning my status as a student at the University to the person(s) listed below.

I understand that this release form allows information released to include my personal details and any information about my academic and financial records. The permission is granted provided the University releases information only to the person(s) nominated and only after proper identification has been made.

I understand that RMIT Vietnam may be required to release information about my status as a student to other bodies as part of its legal requirements within Vietnam or Australia.

Yes No I give permission to the Academic Registrar at RMIT Vietnam to release information concerning my status as a student at the University to the person(s) listed below.

Full Name	Relationship
Address	
Email	Phone

Full Name	Relationship
Address	
Email	Phone

SECTION 10 / Disability and Support

RMIT Vietnam can assist students with a disability or impairment by arranging for support that is needed, this can be through special equipment, access needs or services if necessary, e.g. parking, learning support, communication aids.

Are you likely to require support services, special equipment or facilities to assist you in your studies?

- Yes ▶ If YES please indicate the area of impairment so that you can be best supported in your studies at RMIT Vietnam.
- | | |
|-----------------------------------|--|
| <input type="checkbox"/> Hearing | <input type="checkbox"/> Vision |
| <input type="checkbox"/> Mobility | <input type="checkbox"/> Medical |
| <input type="checkbox"/> Learning | <input type="checkbox"/> Other, please specify _____ |

SECTION 11 / Policy for Admission via the Academic English Program

A student enrolled in the Academic English Program at RMIT Vietnam will be guaranteed a place in an academic program at RMIT Vietnam upon meeting the English Language Proficiency requirements and all the academic entry requirements specified for that academic program.

Places are subject to availability. If there are no places available in the semester following completion of the Academic English Program, a student will be guaranteed a place in the next available semester.

SECTION 12 / Applicant Declaration

Please read and sign the following applicant certification. This application is not valid unless signed and dated.

I declare that to the best of my knowledge the information supplied in this application and the documentation supporting my application is correct and complete. I will notify RMIT Vietnam immediately of any change in my personal details.

I acknowledge that the provision of incorrect information or the withholding of information or documentation relating to my application may result in cancellation of any offer or enrolment by the University.

I understand that RMIT International University Vietnam reserves the right to discontinue or alter any program, course / subject, fee, admission requirement, staffing or other arrangement without prior notice.

Declaration for **English Application**

Signature and full name

Full Name: _____

Date (dd/mm/yyyy): _____

Declaration for **Higher Education Application**

Signature and full name

Full Name: _____

Date (dd/mm/yyyy): _____

SECTION 13 / The Selection Process

Student Recruitment will send you a letter acknowledging the receipt of your application. Your application will be forwarded to a Program Selection Officer for assessment. Admissions will then advise you in writing of the outcome of your application.

Please note that missing information can delay or prevent the processing of your application.

Saigon South Campus

702 Nguyen Van Linh Boulevard, Tan Phong Ward,
District 7, Ho Chi Minh City, Vietnam
Tel: (08) 3776 1369
Fax: (08) 3776 1399
Email: enquiries@rmit.edu.vn

Hanoi Campus

Handi Resco Building, 521 Kim Ma Street,
Ba Dinh District, Hanoi, Vietnam
Tel: (04) 3726 1460
Fax: (04) 3726 1469
Email: hanoi.enquiries@rmit.edu.vn

Application Checklist

Undergraduate Program Checklist

1. Fully completed Application Form to RMIT Vietnam
2. ONE notarised copy of the original senior high school graduation certificate and other certificate(s) (if applicable) together with a notarised English translation if the document is not in English or Vietnamese
3. ONE notarised copy of the original academic transcripts of years 10, 11, 12 or official sealed transcripts and other transcript(s) (if applicable) together with a notarised English translation, if the document is not in English or Vietnamese.
4. Personal Statement if required.
5. TWO photographs (3cm x 4cm) taken in the last 6 months.
6. Receipt of Application Fee (VND 450,000)
7. ONE copy of ID card or passport with the visa page
8. ONE notarised copy of Vietnam residence card or work permit or category B Visa (option for international students claiming local fees) or certificate of visa exemption (for over sea Vietnamese citizen claiming local fee)
9. ONE copy of English language certificate (IELTS / TOEFL / RMIT English language certificate) with “original sighted” stamp of RMIT Vietnam Student Recruitment Department. IELTS and TOEFL English tests must have been taken within 24 months of the proposed date of commencement of study; RMIT English language certificate is valid for 12 months.
10. Exemption application form and course outline(s) of the prior subjects(s) completed for which exemption is sought. Exemptions need to be applied for before application closing date.*
11. ONE copy of Certificate of Priority Enrolment issued by RMIT Vietnam and Bao Minh CMG / Dai-ichi Life (if applicable).

Postgraduate Program Checklist

1. Fully completed Application Form to RMIT Vietnam
2. ONE notarised copy of the original University's graduation certificate(s) and 01 copy of notarised English translation if the document is not in English.
3. ONE notarised copy of the original University transcript(s) or official sealed transcripts and 01 copy of notarised English translation, if the document is not in English. Original version is required for references.
4. TWO photographs (3cm x 4cm) taken in the last 6 months.
5. ONE Curriculum Vitae and a personal statement
6. Receipt of Application Fee (VND 450,000)
7. ONE copy of ID card or passport with the visa page
8. ONE notarised copy of Vietnam residence card or work permit or category B Visa (option for international students claiming local fees) or certificate of visa exemption (for over sea Vietnamese citizen claiming local fee)
9. ONE copy of English language certificate (IELTS / TOEFL / RMIT English language certificate) with “original sighted” stamp of RMIT Vietnam Student Recruitment Department. IELTS and TOEFL English tests must have been taken within 24 months of the proposed date of commencement of study; RMIT English language certificate is valid for 12 months.
10. Exemption application form and course outline(s) of the prior subjects(s) completed for which exemption is sought. Exemptions need to be applied for before application closing date.*

(*) Course outlines showing content, learning outcomes and assesment requirements; and an explanation of the grading structure used. Exemption application will be processed after your HE enrolment at RMIT Vietnam.

The Application Form and supporting document are not returnable. A non-refundable application fee must be paid before applications are processed. Payment should be either in person at RMIT Vietnam or by bank transfer to ANZ Bank.

Late application can be considered subject to places being available. Late fee of VND 2 million will be applied.

Please ensure you have read and understand the **Schedule of Fees and Charges** document at www.rmit.edu.vn

FOR OFFICE USE ONLY

Application checked by

SRC stamp and signature

Date (dd/mm/yyyy): _____

Note: _____

