

# 2017 Non Traditional Award Program



## CIRCLE - Education Professional Honours

CRICOS Provider Code 00586B

Course

Program Code

### Section A: Personal Details

If you have previously applied or enrolled at UTAS, what is your Student ID Number

Title  Given Names  Last Name

Gender  Female  Male Previous Name  Date of Birth

Address

Suburb  State  Postcode  Country

Phone (home)  Phone (mobile)  Phone (work)

Email

### Emergency Contact Details :

This section must be completed. Please provide at least one phone number for your emergency contact.

Name

Relationship:  Family  Friend  Other

Phone (home)  Phone (mobile)  Phone (work)

### Section B: Citizenship Details

What is your citizenship status?

Australian Citizen  New Zealand Citizen  Permanent Humanitarian Visa  Permanent Resident Visa  Temporary Resident Visa

What is your country of birth if not Australia?  Language spoken at home

Are you of Aboriginal or Torres Islander Descent?  No  Yes - Aboriginal  Yes - Torres Straits Islander  Yes - both

**If you have a Permanent Humanitarian Visa or Permanent Resident Visa:**

What date was your visa granted?  Date of entry to Australia

***If you were born outside of Australia, your enrolment will not be valid without certified copies of your citizenship or visa documents.***

### Section C: Disability Details

Do you have a disability, impairment and/or long term health condition that may affect your studies?  Yes  No

If yes, please indicate the area (s)  Hearing  Learning  Mobility  Vision  Medical  Other

Would you like to receive advice about support services, equipment and facilities that may assist you?  Yes  No

### Section D: Enrolment

Unit Code	Unit Title - Enter a unit of study	Study Period	Attendance	Study Centre
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

## Section E: Secondary Educational Qualifications

Grade/Year 10	<input type="text"/>	School/College	<input type="text"/>	State	<input type="text"/>
Grade/Year 11	<input type="text"/>	School/College	<input type="text"/>	State	<input type="text"/>
Grade/Year 12	<input type="text"/>	School/College	<input type="text"/>	State	<input type="text"/>

## Post Secondary Educational Qualifications

Year From	Year To	Name of Institution	Title of Award	Student Number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

## Section F: Education Level of your Parents or Guardians

These questions are about the highest level of education completed by your parents or guardians and is a requirement of the Australian Government Department of Education and Training (DET). It is not used by the University of Tasmania.

Please answer about the people (up to two) who, during all (or most) of your school years, were your parents or guardians. If you have more than two, answer about those you have spent the most time with.

What is the highest level of education completed by:

Parent/guardian 1  Female  Male

Parent/guardian 2  Female  Male

Please fill in the highest level of education

## Section G: Student Declaration and Signature

**Please read this declaration carefully.**

**The University of Tasmania collects, stores and uses personal information, including student images, for the purposes of:**

- administration of the student's enrolment and progress in their study;
- the provision of other services to the student by the University; and
- to comply with the Higher Education Support Act 2003, the Education Services for Overseas Students (ESOS) Act 2000 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007.

**All information and images are:**

- collected and stored on a secure server;
- only accessed by University staff for the purposes for which they have been collected; and
- will only be used or disclosed in accordance with the University of Tasmania Privacy Policy at [www.utas.edu.au/policy](http://www.utas.edu.au/policy).

**I understand that:**

- I have the right to access my personal information held by the University in accordance with the Right to Information Act 2009 (Tas);
- I understand that I may make a Right to Information request to access my information and I am able to do so by following the information provided here: [www.utas.edu.au/legal-services/right-to-information-act](http://www.utas.edu.au/legal-services/right-to-information-act)
- It is my responsibility to ensure that my enrolment is correct by the census date;
- I agree to pay all fees, levies and charges within the specified timelines;

**In relation to my enrolment I acknowledge that:**

- It is my responsibility to ensure that my enrolment is correct by the census date.
- I must have engaged in my units of study (as described in the Unit Outline, for example through attendance, submission of assessments, accessing of unit content, use of systems, etc.) to the satisfaction of the Dean by the semester census date, in order to illustrate reasonable endeavours to pass my units and ultimately succeed in the course in which I am enrolled. I must also continue to engage beyond the census date. If I do not display satisfactory commitment in either regard, the University reserves the right to cancel my enrolment;
- I acknowledge that I can withdraw from my unit without financial penalty up to the census date, and can withdraw with financial penalty but without academic penalty up until the end of week 7, or equivalent for non-standard semesters;
- I acknowledge that the University is obliged by law to provide enrolment information to the Australian Government. This may affect Centrelink and other Government payments;
- For international students, a failure to engage will result in reporting to the Government and impact visa compliance;
- I must enrol by the published enrolment closing date for a semester;
- I will receive information and notices in relation to my course of study or general information via my University e-mail account;
- I am required to abide by the University Ordinances, Rules, Policies and procedures;
- I am aware of the conditions under which I can use the University's Information Technology facilities and I accept responsibility to obtain and read the relevant documents;
- I understand that the email service may be delivered using cloud services from another provider (e.g. Microsoft) with data centre hosted overseas.
- I consent to UTAS disclosing my personal information to a person or body external to UTAS where:
  - Disclosure is required or permitted by law to fulfil reporting requirements to Commonwealth/and or state departments, or statutory bodies, including Centrelink.
  - Disclosure is made necessary for reasons associated with my enrolment at UTAS, and including:
    - For the purposes of other institutions involved in the delivery of my course of study,
    - For the purposes of providing me with careers advice, services and development, which will benefit me as a student,
    - For the purposes of disclosure to external organisations such as professional bodies, if the disclosure is necessary in order for me to undertake learning in a workplace,
    - For the purposes of providing information to third parties contracted to administer surveys of students and graduates on behalf of the University For the purposes of being part of the UTAS Alumni database upon graduation to foster alumni relations,
    - For the purposes of being part of the UTAS Advancement Office database to engage with and support the university in the future, and,
    - Any other circumstances in accordance with the UTAS Privacy Policy at [www.utas.edu.au/policy](http://www.utas.edu.au/policy)
- I authorise UTAS to obtain official records from any educational institution I have attended to enable my application to be considered. Where necessary QualSearch will be engaged to access this academic information. I understand that UTAS is not responsible if any educational body/institution does not supply these records.
- I understand that the results of the search will be made available to me on request and that an audit of this authority may also be undertaken; and
- I have read and agree to the [University of Tasmania Information and Communication Technology Policy \(PDF 187KB\)](#).

By submitting this form I acknowledge I have read and understood the University's Privacy Policy and I declare to the best of my knowledge and belief the information given in this form is correct and complete.

**Signature**

**Date**

## Section H: Student Final Check

- I confirm I have answered all questions and signed the declaration.
- I have attached certified citizenship or permanent resident documents (if required).
- Assessment for a Commonwealth supported or fee paying place will be determined using the information provided in this form.
- I understand I should read the HELP booklets available from <http://studyassist.gov.au/sites/StudyAssist/>

**Please return this form to:**

Faculty of Education  
University of Tasmania  
Locked Bag 1345  
Launceston TAS 7250

### Faculty Office Use Only

- Entry Requirements for Course and Unit/s met? (if required)
- Conditions met? (if applicable)
- CAF form completed and accompanying this form? (if required)
- The faculty has ensured that the Study Period, Attendance Mode and Campus details the student listed in Section D are correct and reflect an existing availability
- The course code for the student to be admitted into has been provided at the start of this form.

Course liability category

Course load category

Scholarship Code  SSAF exempt

Please tick which, if any, Self Management flags should be made active for this student:

- None
- Location
- Withdraw
- Enrol
- Selection
- Attendance Mode

Offer, Admission and Enrolment approved by:

Signature  Date