



Academy of Design Australia
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PO Box 1219 Collingwood VIC 3066
Level 7, 20 Otter Street Collingwood VIC 3066
ABN 97 585 592 579 CRICOS No. 02201G

VTAC INTERNATIONAL STUDENTS APPLICATION FORM

DO NOT complete this form if you are a citizen of Australia or New Zealand or Permanent Resident of Australia.

Read this application carefully, complete all sections and ensure that supporting (certified) documents are attached. Please write in BLOCK LETTERS using a black pen.

*Incomplete applications will experience delays in application outcomes.

Please, send electronic files in pdf or jpg to admissions@academyofdesign.edu.au or mail to:

International Admission Manager

Academy of Design Australia

Level 7 | 20 Otter Street | Collingwood | Melbourne | Australia | VIC 3066

DO NOT SEND THIS FORM TO VTAC

The Academy of Design Australia is a Government approved Higher Education Provider approved to enrol Australian and International Students (CRICOS No. 02201G) in the Bachelor of Design Arts course.

Section A – Personal Details

* Compulsory fields

Title Mr/Mrs/Ms/etc*	
Family Name*	
Given Name*	
Preferred Name	
Gender M/F*	
Date of Birth*	
Email*	
How did you first hear about the Academy of Design Australia?*	
Agency Name (if applicable)	

Permanent Address in Home Country

Address*	
Suburb*	
Postcode*	
Country*	
Telephone* ()	Mobile ()

Permanent Address in Australia (if applicable)

Address	
Suburb	
Postcode	
Telephone ()	Mobile ()

Emergency Contact

Emergency contact Full Name*	
Relationship to Student	
Contact phone	
Contact Email	

Section B – Visa Details

Passport Number*	Passport expiry date*
Citizenship*	Country of Birth*
Are currently studying in Australia?*	Yes ____ No ____
If yes, please provide your current COE and name of Institution*	
Do you currently hold any type of Australian visa?*	Yes ____ No ____
If yes, please provide visa type (e.g. student, visitor, work and holiday visa, etc)* _____	
Visa Expire Date: ____/____/____ (please, enclose a copy of your visa)	
If no, which visa are you going to apply for?*	
Student visa ____ Other visa, specify ____	
What date do you intend to arrive in Australia?* ____/____/____	
Which location (DIAC/Australian Embassy) are you going to apply for your visa?* _____	
Have you been refused a visa to any country?* (if yes, please attached evidence)	
Do you intend to bring spouse or children to Australia?*	
Yes ____ How many family members?	
No ____	
Do you hold a medical or health-related issue that may prevent a student visa being issued?* Please refer to http://www.border.gov.au/	
Yes ____, please provide details: _____	
No ____	

Section F – English Language Proficiency

Is English your first language? Yes ____ No ____

If no, check the boxes below and attach documentary evidence:

- ____ English was the language of instruction during my secondary school studies and I have passed final year English
- ____ I have completed a year of study in a college/university where the language of instruction was English
- ____ I have satisfactorily completed an ELICOS course at _____ (Name of institution)
- ____ I would like apply for an ELICOS pathway with the Academy of Design Australia
- ____ I have completed a recognised English language proficiency test.
- Type of test: IELTS or TOEFL - Date of test ____/____/____ Test Score _____

Section G – Disabilities

Do you consider you have a disability, impairment or long term medical condition that will require special assistance? Yes ____ No ____

If yes, tick one or more of the following:

- | | | |
|-------------------|---------------------|-----------------------------|
| ____ Hearing/Deaf | ____ Learning | ____ Medical Conditions |
| ____ Intellectual | ____ Vision | ____ Other (please specify) |
| ____ Mobility | ____ Mental Illness | |

Please attach medical or other evidence. * Providing information about a disability or medical condition will not disadvantage your application. However the Academy of Design needs to assess if it can make reasonable adjustment to accommodate your disability or medical condition in order to advise you appropriately.

Section H – Living costs

For a guide to living costs, visit: <http://www.border.gov.au/Trav/Stud/More/Student-Visa-Living-Costs-and-Evidence-of-Funds#>

Do you understand the costs associated with studying in Australia (including the costs of tuition, living expenses, OSHC, return airfares etc.)? ☐ Yes ☐ No

How are you funding your study and living costs? (choose more than one if applicable):

☐ self-funded ☐ family-funded ☐ sponsored by government / organisation / company bank loan (please provide proof with this application of employment and income, bank statements and loan letters)

☐ other (please specify):

Section I – Student Declaration

Declaration

1. I declare that the information contained in this application is true.
2. I declare that I am a genuine student and I have read and understood conditions relation to these requirements
3. I have read and understood the Policy on Tuition Fee Refunds at the Academy of Design available at <http://www.academyofdesign.edu.au/about-us/assurances.aspx>
4. I consent to the Department of Immigration and Border Protection providing the Academy of Design with information about my visa status from the time of this application to the time of my departure from Australia.
5. I confirm that I have received and read a copy of the Academy of Design's current course brochure(s) and fully understand the requirements of the course(s)
6. I understand that the Academy of Design Australia is authorised to collect the information on this form and during my enrolment in order to meet its obligations to ensure my compliance with my visa conditions and Australian immigration laws.
7. I understand that this information can be provided, in certain circumstances, to Commonwealth and State agencies and designated authorities and, if relevant, the Tuition Protection Scheme and ESOS Assurance Fund Manager and in other instances may be disclosed without my consent where authorised or required by law.
8. I understand that this declaration does not remove my right to take action under Australia's consumer protection laws.
9. I understand that my student visa requires me to remain with my provider until I complete 6 months of my principal course. Where my application contains more than one course, the principal course is the highest level of course. For packaged offers, the principal course is the Bachelor degree
10. I declare that the information supplied on this application is true, correct and complete. I understand that if any part of my application is found to be incomplete or false, the Academy of Design Australia may withdraw any offer of enrolment

Full Name:	
Signature	Date
Name of parent or guardian for applicants under 18 years of age:	
Signature	Date

Section J – Agent Declaration

Declaration

1. The applicant has been assessed as a Genuine Temporary Entrant and a Genuine Student as defined by the Australian Department of Immigration and Border Protection

2. Every effort has been made to verify the authenticity and validity of the documents which form part of this application
3. Where an applicant has submitted an offshore English placement test, the Agency guarantees that the test is the work of the applicant
4. The applicant has been provided information about fees and living costs in Australia and understands their obligation to pay their fees, as well school polices.
5. I have provided the applicant with information regarding the location of the Academy of Design Australia, course information and studying in Melbourne.

Agency Name:	Agent Name:
Email:	Phone:
Agency Stamp and signature	

Section K – Check List

- ☐ I have completed all sections and answered all questions on this form
- ☐ I have attached English language assessments (6.0 IELTS results or 60/78 TOEFL results)
- ☐ I have attached at least 6 pieces of creative work or I have completed my pre-selection kit)
- ☐ I have attached a passport-style photo for ID purposes – jpeg 43mmx33mm
- ☐ I have attached a copy of passport
- ☐ I have attached a copy of my current Australian visa (if applicable)
- ☐ I have attached my current COE (if applicable)
- ☐ I have attached my current OSHC (if applicable)
- ☐ I have attached evidence of visa refused (if applicable)

Next steps: Interview and portfolio presentation

You will be contacted to arrange an interview in person or via Skype. The following guide will help you prepare:

Interview

Your interview will cover a range of topics and is designed to establish your suitability for higher education study and your interest in art and design. You should think of it as your opportunity to present the strongest case for yourself as a budding future designer or artist. Be prepared to talk about: Previous or current academic endeavours, especially subjects or certificate courses relevant to the course you are applying for, relevant employment or experience that contributed to your interest in design (eg, Where did you work? What was the nature of the work? How long were you in the role?), understanding and attitudes to design (eg, Is there a designer whose work you admire? Why? What are some major issues concerning designers today?), individual qualities and attributes (eg, Do you work better alone or as part of a group? Are you driven more by emotion or by intellect? Are you a 'big picture' person or more interested in detail and precision?) and you are also encouraged to raise any questions you might have about the course structure, content or other details.

Portfolio

All applicants must provide a portfolio of their own work. The Academy does not specify exactly what you should include in your portfolio as we recognise that portfolios should express your creativity and reflect your individuality. Your portfolio should however include some finished pieces which demonstrate some relevance to the major study you are applying for. It is also good to show some development work. In the case where pieces are too big or cumbersome to bring along, good quality photographs are appropriate. While most students bring printed works (including photos, drawings and paintings), some bring 3-dimensional items, clothing or videos. All media are acceptable, so long as they demonstrate creativity and relevance to the area you wish to study. If you will be bringing an electronic portfolio please bring your own laptop or iPad to display it on.