



Diploma of Tertiary Studies

Information sheet – Post ENTER Score

Students enrolling in the Diploma of Tertiary Studies will have demonstrated an aptitude for university study, sufficient academic skills to participate in the program and motivation to complete the study program. Applicants who are not recent school leavers are welcome to apply.

1. ENTRY REQUIREMENTS

To be considered for entry, applicants must have successfully completed the Victorian Certificate of Education (VCE), or equivalent, and have attained a minimum ENTER score of 50 and must also meet the following faculty requirements:

Arts

ENGLISH Units 3 and 4 – a study score of at least 30 in English (ESL) or 25 in any other English

Art & Design

ENGLISH Units 3 and 4 – a study score of at least 30 in English (ESL) or 25 in any other English

Business & Commerce

ENGLISH Units 3 and 4 – a study score of at least 30 in English (ESL) or 25 in any other English

MATHS Units 1 and 2 – any two from general mathematics and/ or mathematical methods (either)

Education

ENGLISH Units 3 and 4 – a study score of at least 30 in English (ESL) or 25 in any other English

MATHS Units 1 and 2 – general mathematics or mathematical methods (either)

Information Technology

ENGLISH Units 3 and 4 – a study score of at least 30 in English (ESL) or 25 in any other English

MATHS Units 1 and 2 – general mathematics or mathematical methods (either)

Nursing

ENGLISH Units 3 and 4 – a study score of at least 30 in English (ESL) or 25 in any other English

MATHS Units 1 and 2 – general mathematics or mathematical methods (either), or Units 3 and 4 – mathematics (any)

Science

ENGLISH Units 3 and 4 – a study score of at least 30 in English (ESL) or 25 in any other English

SUBMISSION OF APPLICATION - Please supply with your application form:

- **Certified** copy of your final VCE Statement of Results
- **Certified** copy of your ENTER document
- 2 written references (preferably academic or business)
- Copy of your resume
- Student Registration Form

***Information on who can certify your documentation can be found on page 4.**

Please return completed applications to:

School of Humanities, Communications and Social Sciences
 Monash University Gippsland Campus
 Northway's Road
 Churchill 3842

BERWICK, GIPPSLAND AND PENINSULA CLOSING DATE: Friday 5th February 2010

Attached to this application is a School Report for 2009 School Leavers which must be given to your Principal or Principal's Designate to complete and return to Monash separately.

- 3. COMPULSORY INFORMATION SESSION:** All applicants will be required to attend a compulsory information session on the 16th (Gippsland campus) **OR** 17th (Berwick campus) of February 2010, at which you will complete a short questionnaire to support your application.

Diploma of Tertiary Studies

Student Application Form – Post ENTER Score

Section 1.

PLEASE RANK YOUR CAMPUS PREFERENCE IN ORDER; 1ST, 2ND and 3RD

Gippsland

Berwick

Peninsula*

*Please check availability

Section 2.

WHAT AREAS OF STUDY ARE YOU INTERESTED IN? (PLEASE RANK IN ORDER)

GIPPSLAND

Arts

Art & Design

Business &
Economics

Information
Technology

Education

Nursing

Science

Social &
Community Welfare

Other _____

BERWICK

Arts

Business & Economics

Information Technology

Other _____

PENINSULA

Business &
Economics

Education

Nursing

Other _____

Section 3.

PERSONAL DETAILS

Title: _____ Surname: _____ Given Name: _____

Date of birth: _____/_____/_____ Sex: Male / Female

Contact telephone number during February 2010: _____

Postal Address during February 2010: _____

Citizenship Status: Australian Citizen Holder of an Australian Permanent Resident Visa
 Other (Please specify) _____

**Section 4. (If you are a non school leaver, please proceed to section 5)
SECONDARY EDUCATION**

School Name: _____

School Postal Address: _____

Telephone: _____

Special Entry Access Schemes (SEAS) - (Circle most appropriate)

If you applied for a course through VTAC, did you submit a Special Entry Access Schemes (SEAS) application?

No Yes

Section 5.

Please tell us why you would like to undertake the Diploma of Tertiary Studies, and what your academic interests and future career aspirations are. *Note that additional written information can be attached to your application for this question.*

Section 6.

Detail any disruptions to study that occurred during 2009 that you would like to have considered as part of your application:

Please ensure the following applicable documents have been attached to your application before submitting:

- ***Certified* copies of your final VCE statement of results and ENTER document**
- **Resume (including work experience or employment)**
- **Two (2) written references**
- **Registration Form to attend compulsory information session**

**If you are a school leaver you must ensure that the school report for 2009 has been passed to the appropriate person for submission, please refer to the school report sheet for further information.*

I declare that the information supplied on this form and information given in support of my application is correct and complete. I agree to abide by the statutes and regulations of Monash University.

Signature: _____

Date: _____

The information on this form is collected for the primary purpose of assessing your application for admission to the Diploma of Tertiary Studies. Other purposes of collection include the creation of an enrolment record on the student database, sending you any necessary correspondence and to prepare statistical analyses. If you choose not to complete all the questions on this form, it may not be possible for the Faculty of Arts to assess your application. We will also collect your personal information from and disclose your personal information to your teacher or careers adviser who completes your School Report form. You have a right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact the University Privacy Officer on (03) 9905 6011.

Information on certifying your documentation

All supporting documentation **must** be certified prior to submitting it to the University. Applicants cannot certify their own documentation, some examples of people that can certify your documents are listed below:

- a justice of the peace
- a town clerk or shire secretary
- a legally qualified medical practitioner
- a dentist
- a veterinary surgeon
- a member of the police force
- a sheriff or deputy sheriff
- a pharmacist
- a principal in the teaching service
- a manager of a bank
- the secretary of a building society
- a minister of religion authorised to celebrate marriage