

Application for Admission – Audit Students

This application is to be completed in accordance with the Application Guide - see Forms on the University website at www.divinity.edu.au. It is recommended that you submit your application a minimum of two weeks before your intended semester start date. Late applications may not be accepted. Once your application is received it is checked to ensure that all relevant documents are provided. An incomplete application will delay processing.

Personal information

Personal details			
Title		Name suffix (if applicable)	
Given name/s			
Family name			
Preferred given name		Previous family name	
Have you previously been a University of Divinity or MCD student or applicant?	<input type="checkbox"/>	Yes	College
	<input type="checkbox"/>	No	
Postal address			
<i>Correspondence will be sent to this address</i>			
Address line 1			
Address line 2			
Town/Suburb		Postcode	
State		Country	
Residential address (If different from postal address)			
Address line 1			
Address line 2			
Town/Suburb		Postcode	
State		Country	
Contact details			
Home phone		Day phone	
Mobile			
Email (required)			
Additional personal details			
Date of birth	/ /	(dd/mm/yyyy)	Gender
			<input type="checkbox"/> Male <input type="checkbox"/> Female
Occupation (optional)			
Denomination (optional)			
Diocese/Congregation (optional)			
Feedback			
How did you hear about this College or this University?			
Emergency contact			
Emergency contact name		Emergency contact relationship	
Day contact phone		Mobile	
Office Use Only	UD ID:	College ID:	

Course and College

Level of unit choice	
<input type="checkbox"/>	Audit undergraduate units (AudUG)
<input type="checkbox"/>	Audit postgraduate units (AudPG)

Home College			
<input type="checkbox"/>	Australian Lutheran College (ALC)	<input type="checkbox"/>	Sentir Graduate College of Spiritual Formation (SEN)
<input type="checkbox"/>	Catherine Booth College (CBC)	<input checked="" type="checkbox"/>	Stirling Theological College (STC)
<input type="checkbox"/>	Catholic Theological College (CTC)	<input type="checkbox"/>	Trinity College Theological School (TRI)
<input type="checkbox"/>	Morling College (MOR)	<input type="checkbox"/>	Whitley College (WHT)
<input type="checkbox"/>	Pilgrim Theological College (PIL)	<input type="checkbox"/>	Yarra Theological Union (YTU)
<input type="checkbox"/>	St Athanasius Coptic Orthodox Theological College (SAC)		
<i>Note: College abbreviations are to be used in unit selection section</i>			

Previous education

<i>List in chronological order.</i>						
Highest secondary schooling attained	Full name of institution	Town/suburb	State	Year completed	What language?	Transcript provided?*
						<input type="checkbox"/>
Degree / Diploma / Certificate / Other	Full name of institution		Country	Year completed	What language?	Transcript provided?
						<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>

* NOTE: Provision of transcripts is optional when enrolling as an audit student

Medical/disability needs

Do you have any disability?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No		
<i>If you answered 'Yes' to the above question, please indicate the type/s of disability</i>						
<input type="checkbox"/> Hearing	<input type="checkbox"/> Learning	<input type="checkbox"/> Mobility	<input type="checkbox"/> Vision	<input type="checkbox"/> Long-term medical condition		
				<input type="checkbox"/> Other:		
Would you like to receive information on medical/disability support services, equipment or facilities available that may assist you?			<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

Proposed program of audit

Study mode legend			
CB	Classroom-based	OL	Online
IW	Intensive/Workshop	MM	Mixed Mode

Unit selection				
Unit code	Unit name	College teaching the unit	Study mode	Office use only
Pre-semester 1 intensives				
Semester 1 units (S1)				
Mid-year intensives				
Semester 2 units (S2)				
Other intensives				

Terms and Conditions of Enrolment and Declarations

Privacy statement

The information on this form is collected for the primary purpose of assessing your application or re-enrolment. Other purposes of collection include the creation of a record on the student database, attending to administrative matters, corresponding with you, and statistical analyses. If you choose not to complete all the questions on this form, it may not be possible for the University of Divinity to assess your application or re-enrolment. Personal information may be disclosed to authorised bodies and the permitted purposes for which such personal information may be used, as authorised by the Higher Education Support Act 2003. Information relating to the studies of seminarians and members of religious orders may also be disclosed to your seminary and/or religious superior.

You have a right to access personal information that the University of Divinity holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about handling of your personal information, please contact the University of Divinity at enquiries@divinity.edu.au.

Declaration and signature

I declare that I have read the Application Guide and that the information provided by me is true and correct in every particular. I understand that if I have misrepresented my details in any way, then the University of Divinity may terminate any candidacy offered to me that arises as a result of this application.

I accept responsibility for ensuring that the tuition fees for all the University of Divinity units and courses in which I enrol are paid on time.

I agree to abide by the *Statement of Rights, Responsibilities and Conduct of Members of the University* published on the University of Divinity website at www.divinity.edu.au/documents/statement-rights-responsibilities-conduct. I agree to abide by the Regulation and Determination for the course for which I am applying, as regulated by the University of Divinity.

Applicant's signature	Date	/ /	(dd/mm/yyyy)
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Your checklist

Important checklist to avoid delays in processing your application

<input type="checkbox"/>	Provide certified copies of your birth certificate, current passport or other official documents verifying your citizenship status in your current name .
<input type="checkbox"/>	Complete payment details on form (<i>see last page</i>)
<input type="checkbox"/>	Read and sign the declaration
<input type="checkbox"/>	Make a copy of your application for your records

Lodging your application

Complete, consult, sign and submit to the Coursework Coordinator/Dean at your College.

If you are accepted into the course you will be sent a Welcome Letter with an Enrolment Summary from your College.

If you are not accepted, you will receive an explanatory letter.

It is your responsibility to contact your college if you do not receive acknowledgement of receipt of application for admission, and/or confirmation of enrolment.

Coursework Coordinator checking and approval—domestic coursework

Coursework Coordinator to complete

Application checklist

I have checked this student's application for admission and proposed study program, and confirm that

- unit codes and unit names listed on the form are correct
- all units are running in the time periods indicated
- the applicant has the correct prerequisites for each proposed unit
- a completed credit application is enclosed (if applicable)
- statement or official confirmation from the third party/sponsor accepting responsibility for payment of fees attached (if applicable)
- applicant name, ID and payment method are indicated in Tuition Fees section. Cheque/money order is attached if this is the payment method.

Approval

This applicant:

- is permitted to audit the units listed in the Study Program above

Coursework
Coordinator/
Academic Dean

Signature

Date

College Office Administration

- Address of third party/sponsor is recorded in Billing Address in Edit Details in TAMS (if applicable)
- Data entered in TAMS

Name

Signature

Date

Tuition fees

Please insert your full name as it appears on official documentation and your UD ID if known.

Family name		UD ID	
Given name/s		Course	

2017 tuition fees—for standard 15 point unit

- Audit fees vary between Colleges. Payment for Audit units is to be made to Colleges.
- Audit enrolments are not available to international students in Australia studying on Overseas Student Visas.

Undergraduate: **\$575.00**

Postgraduate: **\$575.00**

All tuition fees are to be paid prior to the commencement of the unit. Please note that tuition fees may vary from year to year.

Please note that FEE-HELP is not available for audit units.

Payment for all current semester units must be included. For fees that are due for the remainder of the year, payment is required prior to the commencement of the unit/s.

Please note that students with unpaid fees will not be permitted to attend classes or use libraries.

Method of payment

How will you pay your tuition fees?

<input type="checkbox"/>	Upfront payment – payable to your College			
<input type="checkbox"/>	Credit card authorisation			
	Please charge the following credit card		<input type="checkbox"/>	MasterCard
			<input type="checkbox"/>	Visa
	Card number			
	Card expiry date		/	/
			CVC no. (last three digits on reverse of credit card)	
	Amount	\$	Date to deduct from card	/ /
	Signature			
	Name on credit card			
<input type="checkbox"/>	SEMESTER 2 – I authorise payment with the nominated credit card for Semester 2. <i>Payment processed two (2) weeks prior to the start of the semester or soon after if a date is not specified.</i>			
	Signature		Date to deduct from card	/ /
<input type="checkbox"/>	Direct Deposit			
	I will pay by direct deposit to the Stirling Theological College bank account: BSB: 013231 Account No: 303411536 Account Name: Stirling Theological College Reference: YourName UnitCode (e.g. AStudent BA9004)			
<input type="checkbox"/>	A third party is paying for my tuition fees.			
	<input type="checkbox"/> I include with this application a sponsor statement, letter or other official confirmation from the third party accepting responsibility for payment of my fees.			
	Name of third party or organisation			
	Address of third party or organisation			
<input type="checkbox"/>	Cheque/money order enclosed			
	Amount	\$	(payable to Stirling Theological College)	