

# application for admission to a postgraduate course



THE UNIVERSITY OF SYDNEY

SYDNEY LAW SCHOOL

This form is to be used by domestic applicants only. International applicants should apply directly to the University's International Student Office (application material is available at <http://sydney.edu.au/internationaloffice>). Please read the booklet *Postgraduate Programs: Information for domestic applicants* before completing this form. Please print *clearly* – if this application is successful, your enrolment form will be produced from the information provided below. Incomplete or illegible information may delay your application.

## 1. Personal details

Have you enrolled or applied previously at The University of Sydney?

Yes    Student no.

No

Surname

Given names

Title

Date of birth (dd/mm/yyyy)

Gender  Female  Male

Postal address

State  Postcode

Country (if not Australia)

Telephone

Home

Work

Mobile

Email

Residency status

Australian citizen  New Zealand citizen

Australian permanent resident

Date granted:  (dd/mm/yyyy)

Date of first arrival in Australia:  (dd/mm/yyyy)

I have attached a copy of my birth/citizenship certificate or relevant page(s) of my valid passport **certified** by a Justice of the Peace or Sydney Law School staff member.

Please indicate to which of the following categories you belong:

Neither Aboriginal nor Torres Strait Islander

- Aboriginal
- Torres Strait Islander
- Aboriginal and Torres Strait Islander

Language you speak at home

## 2. Course details

Please indicate the award course in which you seek admission (see page 3 for codes)

Code  J

Course name

Transferring from (*internal course transfers\* only*)

Commencing

February Semester  July Semester

Year

2  0

Attendance

Part-time

Full-time

### Non-degree / cross-institutional / internal transfer applicants only:

Non-degree

Cross-institutional

Home institution

Award course

I have attached an approval letter from my home institution.

Internal transfer

If you wish to use the FEE-HELP scheme, please complete and attach the Request for FEE-HELP assistance form to this form.

Please list the unit(s) of study in which you seek enrolment.

Code	Session	Unit name

## 3. Academic history & professional experience

Please list the details of all academic qualifications you have attempted.

Qualification (eg LLB)	Level (eg Hons I)	Institution	Graduation date

I have attached **original** (not certified) transcripts of all academic qualifications attempted, except those undertaken at The University of Sydney. In the case where credit has been granted towards a completed qualification, a transcript of the credited studies from the original institution(s) must be included.

I have included a brief written explanation for any 'fail' grades recorded on my transcript(s).

**English proficiency:** If you have not completed a tertiary qualification in Australia and your qualifications were obtained from an institution where the language of instruction was not English, you must provide evidence of English proficiency, eg. IELTS, TOEFL results. Sydney Law School may request further evidence of English proficiency.

**Record of exclusion:** If you answer 'yes' to any of the following questions, please provide full details and copies of any relevant documentation.

- Have you ever been... Yes
- excluded or suspended from a course at a tertiary education institution?
- asked to show cause why your enrolment in any course should not be suspended/terminated?
- asked to explain unsatisfactory progress in any course?

### Professional experience

Current employment

Position title	
Employer	
Commencement year	

Employment status

- part-time  full-time

I have attached a statement of relevant professional experience (eg. curriculum vitae, referee reports, etc.).

## 4. Research degree applicants only

Please note that you must submit an *Expression of Interest* form before submitting this application (please visit <http://sydney.edu.au/law/fstudent/research/apply.shtml>).

Proposed research title


I have attached my research proposal (10 pages).

Proposed supervision:

Supervisor	
Assoc Supervisor	

I have attached a list of publications and/or details on research experience.

I have attached a referee's report (see [http://sydney.edu.au/law/fstudent/research/how\\_to\\_apply.shtml](http://sydney.edu.au/law/fstudent/research/how_to_apply.shtml)).

Part-time applicants only: please attach a personal statement to indicate that you will be substantially free to pursue your candidature. Your statement should show that you will have sufficient time available to complete the course within the maximum period. It should also show that you will plan and carry out the intended research; and for the purposes of this research, that you will be under the supervision and control of The University of Sydney. If you are employed, your statement should include a declaration from your employer confirming that you will be permitted the time required to effectively pursue your studies.

If you wish to apply for an Australian Postgraduate Award, please contact the University's Research Office (website: <http://sydney.edu.au/ro>).

## 5. Checklist & declaration

Before submitting your application, please ensure you have included the following documentation:

- original transcripts of all academic qualifications attempted (not required for The University of Sydney). Transcripts must contain the date(s) of conferral of qualification(s).
- proof of Australian/New Zealand citizenship or Australian permanent resident status
- explanation for any 'fail' grades
- statement of relevant experience
- original approval letter from home institution (*cross-institutional applicants only*)
- English language proficiency test result (*if applicable*)

*Additional documents - research degree applicants only:*

- research proposal (10 pages)
- at least one referee report from an academic and/or relevant professional
- list of publications & research experience (including sustained piece of research/published work)
- statement indicating your relevant professional experience at a responsible level or direct research since graduation
- statement detailing your availability for study (*part-time applicants only*)
- statement indicating how you will be able to sufficiently fund your proposed field work or overseas study/research (if applicable). Explain why this work is essential for completion of your degree.
- thesis completion timetable
- course plan (*SJD applicants only*)

For further details on the documentation required, please refer to pages 7-9 of *Postgraduate Programs: Information for domestic applicants*.

**Please note: incomplete applications cannot be assessed. It is the applicant's responsibility to ensure that all relevant documentation is provided.**

I declare that the information provided in this application is correct and complete in every detail, and I agree that Sydney Law School may verify my academic records with institutions previously attended by me. I undertake to advise Sydney Law School immediately of any changes to the information provided in this application. I am aware that it is the policy of the University that if my program of advanced study and research should result in the lodging of a thesis, it can be made available for use immediately, either to be read, photocopied or microfilmed.

Signature

Date

## 6. Closing dates

Commencing	Coursework <sup>^</sup>	Research
Feb Semester 2012	Still Open	Closed
July Semester 2012	27 April 2012	20 April 2012
Feb Semester 2013	9 November 2012	28 September 2012

<sup>^</sup> Late applications may be considered. Please contact the Postgraduate Team for advice.

Please submit this form with appropriate documentation on or before the closing date to:

*By mail:* Postgraduate Team  
Sydney Law School F10  
The University of Sydney NSW 2006

*In person:* Information Desk  
Level 3, Law School Building (F10)  
Eastern Avenue, Camperdown Campus

## 7. Award course codes

### Research programs

JB003	Doctor of Juridical Studies#
JB000	Doctor of Philosophy
JC081	Master of Criminology (Research)
JC080	Master of Laws (Research)#

### Coursework programs

JC009	Master of Administrative Law and Policy
JC032	Master of Business Law
JC031	Master of Criminology (Coursework)
JC006	Master of Environmental Law
JC033	Master of Global Law
JC008	Master of Health Law
JC013	Master of International Law
JC011	Master of International Taxation
JC007	Master of Jurisprudence
JC004	Master of Labour Law and Relations
JC030	Master of Laws (Coursework)#
JC005	Master of Taxation
JF007	Graduate Diploma in Commercial Law#
JF006	Graduate Diploma in Corporate, Securities and Finance Law
JF008	Graduate Diploma in Criminology
JF004	Graduate Diploma in Environmental Law
JF014	Graduate Diploma in Health Law
JF009	Graduate Diploma in International Business Law
JF013	Graduate Diploma in International Law
JF001	Graduate Diploma in Jurisprudence
JF003	Graduate Diploma in Law#
JF015	Graduate Diploma in Public Health Law
JF005	Graduate Diploma in Taxation
JL000	Law Postgraduate Cross-institutional
JK000	Law Postgraduate Non-degree

# Applicants are required to hold a Bachelor of Laws or equivalent qualification to be eligible to apply for admission to these programs

\* *Course transfer fee policy*: where approval is granted for a student to transfer from an award course in a lower fee band to a course in a higher fee band, the student is liable to pay the difference between the higher and lower fee bands at the time a unit of study was undertaken, for each unit to be credited to the higher fee band course. The course transfer fee cannot be covered by FEE-HELP and must be paid upfront at the time of transfer. HECS exempt research students who transfer to a coursework program are liable to pay the tuition fee for each unit of study they wish to credit towards the coursework degree or diploma.