INTRODUCTION

Welcome to the International Admissions Guide 2017 for international applicants for the Doctor of Medicine (MD) at Sydney Medical School and the Doctor of Dental Medicine (DMD) at the University of Sydney’s Faculty of Dentistry.

Applying for medicine or dentistry is a complicated process, and the aim of this Guide is to answer the most common questions about the admissions criteria and how to apply.

It will help you determine whether you have met the criteria to submit an application for admission to the MD or DMD. It also provides a step-by-step guide to completing the application form, submitting documents and meeting the timelines.

Thank you for considering Sydney Medical School and the Faculty of Dentistry at the University of Sydney and best wishes for your application.

IMPORTANT NOTE

Sydney Medical School and the Faculty of Dentistry regularly review the admission criteria and application processes for their courses. They reserve the right to change these criteria and processes without notice. Statements in this Guide provide general advice about the currently applicable criteria and processes, and may not be correct for future application periods. It is possible that GPA scores will, in the future, be incorporated into the ranking of applicants for entry into the MD. It is also possible that the GPA requirement will be increased, and/or that a different GAMSAT calculation formula will be introduced. Applicants are advised to consult the faculties’ websites for the most recent information: http://sydney.edu.au/medicine/study/md/index.php and http://sydney.edu.au/dentistry/study/dentistry/index.php.

Please read and follow the instructions in this Guide carefully. All prospective students of medicine and dentistry are expected to be able to follow instructions.

If you miss a step in the application process or fail to complete a step correctly, your application might not be eligible for consideration.
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ARE YOU AN INTERNATIONAL APPLICANT?

Are you an Australian Citizen?

NO

Are you an Australian Permanent Resident?

NO

Are you a New Zealand Citizen?

NO

You are an International Applicant*

*Note: Please refer to clause 39 of the University’s Coursework Policy 2014 and http://sydney.edu.au/medicine/study/md/admission/other-information.php#change (for MD) or http://sydney.edu.au/dentistry/study/dentistry/index.php (for DMD) for information for applicants changing from international to domestic status.
## OVERVIEW

### SELECTION CRITERIA

You must fulfil three main requirements to be eligible for admission:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Details</th>
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| 1. Satisfactory performance in an eligible bachelor’s degree (indicated by GPA)                 | - International applicants must have completed, or be in the final year of, a bachelor’s degree and have at least a credit average at the time of application, as indicated by Grade Point Average (GPA).  
- International applicants will have their bachelor’s degree assessed and GPA calculated by the University. |
| 2. Satisfactory performance in an admissions test (GAMSAT or MCAT)                                | - Applicants must submit valid results from an admissions test with their application.  
- International applicants must submit either Graduate Australian Medical School Admissions Test (GAMSAT) or Medical College Admission Test (MCAT) results. International DMD applicants may alternatively submit US Dental Admissions Test (DAT) or Canadian Dental Aptitude Test (CDAT) results. |
| 3. Satisfactory performance in an interview                                                      | International applicants who meet both the required GPA and admissions test results will be invited to attend an interview.                                                                                 |

You must also fulfil additional requirements, if applicable, to be eligible for admission:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. English language requirements</td>
<td>- All applicants must meet this requirement.</td>
</tr>
<tr>
<td>2. MCAT results (MD only)</td>
<td>- MD applicants who are US citizens/nationals/permanent residents (regardless of whether they are also a citizen or permanent resident of a country other than the US) must submit MCAT results.</td>
</tr>
<tr>
<td>3. Biology pre-requisite (DMD only)</td>
<td>- DMD applicants must meet this requirement.</td>
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</table>
ADMISSIONS STEPS FOR INTERNATIONAL APPLICANTS

Step 1
Apply online for the MD or DMD directly to the University

OR

Apply through a University representative (agent)

Step 2
Complete an online confirmation page and interview booking (if you are eligible for an interview).

Step 3
Attend an interview via Skype.

TIMELINE
Please refer to the timeline at http://sydney.edu.au/medicine/study/md/admission/dates.php and remember that dates are subject to change.

PLACES, FEES AND SCHOLARSHIPS
Please refer to the website at http://sydney.edu.au/medicine/study/md/fees-places-scholarships.php (for MD) or http://sydney.edu.au/dentistry/study/dentistry/index.php (for DMD) and remember that the information is subject to change.
SELECTION CRITERIA

YOUR BACHELOR’S DEGREE

Have you completed a bachelor’s degree of at least 3 years full time equivalence (FTE) at a recognised institution?

- NO
- YES

Did you complete the degree after 1 January 2007?

- NO
- YES

Have you completed (or will you complete) at least 2 years FTE of your bachelor’s degree (pass or honours) at the awarding institution?

- NO
- YES

Are you in the final year of a bachelor’s degree of at least 3 years FTE at a recognised institution? If yes, will you complete your degree by 1 January 2017?

- NO
- YES

Have you completed a postgraduate diploma or coursework master’s, OR been awarded a research master’s degree or PhD at a recognised institution since 1 January 2007?

- NO
- YES

Are you in the final year of a postgraduate diploma or coursework masters, a research master’s degree or a PhD at a recognised institution? If yes, will you complete your postgraduate diploma or coursework master’s or be awarded your research master’s or PhD degree by 1 January 2017?

- NO
- YES

Eligible to apply

Not eligible to apply
*Your degree must be either:
  a) a bachelor’s degree (pass) accredited at Level 7 under the Australian Qualifications Framework or a bachelor’s degree (with honours) accredited at Level 8 under the Australian Qualifications Framework, from an Australian university or self-accrediting higher education institution; or
  b) a bachelor’s degree from an overseas university listed in the National Office of Overseas Skills Recognition Guide, provided that the degree is equivalent to an Australian bachelor degree (pass or with honours).

You must complete your bachelor’s degree by 1 January of the year in which you intend to commence the MD or DMD. (Note: This policy also applies to applicants who are enrolled in an accelerated program.)

Your bachelor’s degree must be of at least 3 years full-time equivalence (FTE).

** If your bachelor’s degree was completed more than 10 years before 1 January of the year for which you are seeking enrolment, you must, in addition:

1. have completed within this 10 year period, a postgraduate degree or postgraduate diploma (or equivalent); or
2. complete prior to 1 January of the year in which you intend to commence the MD or DMD, a postgraduate degree or postgraduate diploma (or equivalent); or
3. have been awarded within this 10 year period, a postgraduate research degree (or equivalent); or
4. be awarded prior to 1 January of the year in which you intend to commence the MD or DMD, a postgraduate research degree (or equivalent).

For the purposes of paragraphs (1) to (4) above, a postgraduate diploma or degree (or equivalent) means:

a) a postgraduate degree or postgraduate diploma accredited at Level 8, 9, or 10 under the Australian Qualifications Framework, from an Australian university or self-accrediting higher education institution; or

b) an overseas university listed in the National Office of Overseas Skills Recognition Guide, provided that the postgraduate degree or postgraduate diploma is equivalent to an Australian postgraduate degree or diploma.

*** You must complete at least 2 years FTE of your bachelor’s degree (pass or honours) at the awarding institution.
NOTE:
1) Applicants who have not completed or will not complete an eligible bachelor’s degree by 1 January 2017 (regardless of whether they have completed/will complete a postgraduate coursework diploma or degree, or have been awarded/will be awarded a postgraduate research degree by 1 January 2017) are ineligible to apply.

2) Applicants for the MD who have previously been excluded or involuntarily suspended from a course at a tertiary education institution must indicate this on their application form and submit documentation detailing the circumstances of the exclusion or involuntarily suspension. Should these applicants be eligible for interview, they will be required to attend an additional interview as part of the Multiple Mini Interview (MMI) process.

3) Applicants for the MD who have previously been enrolled in a medical program at any higher education institution must indicate this and provide the reason(s) for discontinuation on their application form, and upload the relevant academic transcript. Should these applicants be eligible for interview, they will be required to attend an additional interview as part of the Multiple Mini Interview (MMI) process. Sydney Medical School will take into account an applicant’s previous record in a medical program when deciding whether to make an offer of admission to the MD.

4) Applicants for the DMD who have previously been enrolled in a dental program at any higher education institution must indicate this and provide the reason(s) for discontinuation on their application form, and upload the relevant academic transcript. Should these applicants be eligible for interview, they will be required to attend an additional interview as part of the Multiple Mini Interview (MMI) process. The Faculty of Dentistry will take into account an applicant’s previous record in a dental program when deciding whether to make an offer of admission to the DMD.

5) Any applicant for the MD or DMD who has previously been offered and accepted a place in that program at the University of Sydney and has failed to enrol, or has enrolled and subsequently withdrawn from or discontinued that program without prior approval, is deemed to be ineligible for admission to the MD or DMD for a period of two years.
GPA AND ADMISSIONS TEST RESULTS

Is your GPA a credit average or above?

YES

Do you have valid GAMSAT or MCAT (or DAT/CDAT for international DMD applicants) results?

YES

Have you achieved at least 50 in each section of the GAMSAT, or at least 8 in each section of the old MCAT or at least 500 from the new MCAT, or at least 15 in each section of the DAT/CDAT for international DMD applicants?

YES

Eligible to apply

NO

NO

NO

Not eligible to apply
CALCULATING GRADE POINT AVERAGE

Calculating GPA

As an international applicant, your GPA will be calculated by the University. You do not need to have your qualifications assessed by the Universities Admission Centre (UAC). You must provide your official transcripts with your online application.

Meeting the GPA entry requirements

Applicants must have a minimum GPA of 5 at the time of application to be considered. (For example, a GPA of 5 out of 7, where 7 represents a ‘High Distinction’ on a 7-point numeric scale.) Applicants with overseas qualifications are required to achieve an equivalent academic level. (For example, a GPA of 2.7 out of 4 for USA/Canada universities, a GPA of 3.3 out of 5 for Singapore universities, a bachelor’s degree at a Lower II class for UK universities).

If your bachelor’s degree was completed more than 10 years before 1 January of the year for which you are seeking enrolment, and you have met or will meet the additional postgraduate study requirement specified in the “Your bachelor’s degree” section of this Guide, your GPA will still be calculated from your bachelor’s degree results.

General guidelines:

1. The GPA is calculated over the entire duration of the bachelor’s degree (pass or honours).

2. The unit values or credit points of each subject must be used. If this information is not available, a value of 1 will be assigned.

3. All years of study, regardless of level, are weighted equally.

4. All failed subjects will be included in the calculation with a mark of zero (0). If a subject appears on your transcript as ‘withdrawn’ or ‘discontinued’, i.e. a subject in which you were enrolled but did not complete, it will only be included in the GPA calculations if ‘Withdraw/Fail’ or ‘Discontinue/Fail’ is shown. These subjects will also be assigned a zero (0) and no percentage marks can be used.

5. If a subject has been failed and repeated, both marks will be included in the GPA calculation.

6. The calculation is based on subjects completed at the time of application. For applicants who are applying whilst in the final year of their degree, first semester results will be included in the assessment only if those results are recorded on the transcripts at the time of application. It should be noted that any offer of a place is conditional upon the applicant completing his/her degree at the required level of performance by 1 January 2017.

7. Bachelor’s Degree Honours years

Research Honours years will be included in the GPA calculation for applicants who have undertaken an additional honours year at the institution at which their bachelor’s degree was awarded OR at an institution other than the institution at which their bachelor’s degree was awarded.
For the purposes of the GPA calculation, grades given to honours years that are otherwise ungraded are as follows:

<table>
<thead>
<tr>
<th>Award</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Class (1)</td>
<td>7</td>
</tr>
<tr>
<td>Second Class, First Division (2.1)</td>
<td>6</td>
</tr>
<tr>
<td>Second Class, Second Division (2.2)</td>
<td>5</td>
</tr>
<tr>
<td>Third Class (3)</td>
<td>4</td>
</tr>
</tbody>
</table>

It is important to note that any grades for units of study completed in an honours year will not be overwritten with a higher grade based on the honours level achieved. This will only occur for those components, if any, which are reported as ungraded. (See Examples for clarification.)

Note: The GPA for applicants whose bachelor’s degree was awarded with integrated Honours will be calculated on the basis of the applicant’s academic results in the bachelor’s degree, not by reference to the table above. (See Examples for clarification.)

8. Combined bachelor’s degree program

For applicants who have undertaken a combined bachelor’s degree program, all units of study undertaken in that program will be used in the calculation of a GPA regardless of whether or not one component of the degree has been abandoned, completed or conferred/awarded.

A single degree completed as part of a combined degree will not be considered separately for the calculation of the GPA under any circumstances.

For example, in the event that your GPA does not meet the minimum requirement when taking into consideration all subjects completed for your combined degree, it is NOT possible to group subjects according to which degree they were associated with.

9. Credit transfer

Credit transfer subjects are included in the calculation only if:

- it is clear from the transcript that they have, or will, contribute to the award of the degree
- results for the studies on which the credits are based are available
- it is clear which subjects previously studied were used for credit.

10. Pass/Fail basis

Subjects that are awarded on a Pass/Fail basis will only be included in the calculation when they represent more than 50% of the subjects included on the transcript. A numeric value of 4 will be assigned to those subjects.
Master’s Degree by Coursework

Sydney Medical School and the Faculty of Dentistry are trialling the inclusion of results from coursework master’s degrees in the calculation of the GPA for international applicants. The trial will be limited to international applicants who are applying in 2016 for enrolment in the MD and DMD in 2017.

During the trial, international applicants who have completed a master’s degree by coursework at the time of application as well as a bachelor’s degree will be considered to have met the GPA requirement if either:

- the GPA for their bachelor’s degree is at least a credit average, or
- the combined GPA for their master’s and their bachelor’s degree is at least a credit average.

Note: The master’s degree must have been completed at the time of application. Applicants who wish to have their coursework master’s degree included in the GPA calculation MUST provide the transcript for their master’s degree at the time of application.

OFFICIAL RESULTS ASSUMED TO TAKE ACCOUNT OF ILLNESS OR MISADVENTURE

The official results listed on an applicant’s transcript, and his or her admission test results, will be taken as the awarding and testing authorities’ assessment of the academic standards reached by the applicant, taking due account of illness and misadventure according to the authorities’ policies.

BIOLOGY PRE-REQUISITE (DMD only)

All DMD applicants are required to meet a biology pre-requisite. Please refer to http://sydney.edu.au/dentistry/study/dentistry/biology-prerequisite.php for details.

ADMISSIONS TEST RESULTS (GAMSAT, MCAT, DAT, CDAT)

All applicants must submit valid admissions test results with their application.

Applicants must have achieved a minimum score of 50 in each section of the GAMSAT, or a minimum score of 8 in each section of the old MCAT to be considered. The minimum cut-off for the new MCAT to be considered will be 500.

International DMD applicants using the DAT or CDAT must have achieved a minimum score of 15 in each section.

GAMSAT

Please note that GAMSAT results are valid for two years. You may nominate which year’s results you want considered if more than one set of test results are valid. Individual section scores from tests in different years cannot be mixed.

Only results from the following test cycles can be used to apply for 2017 entry:

GAMSAT Australia 2015 and 2016
GAMSAT Ireland 2015 and 2016
GAMSAT UK 2014 and 2015

MCAT

The Medical Colleges Admissions Test (MCAT) is held in a number of international locations. You may nominate which results you want the University to consider if more than one set of test results is valid. Individual section scores from different tests cannot be mixed.

For 2017 entry, the old MCAT results must be obtained between 1 January 2014 and 30 January 2015. The last test date to sit MCAT for 2017 entry will be 20 May 2016.

Details about MCAT, including registration dates, location and dates of tests and preparation guidelines are available from the MCAT Program Office: Medical College Admission Test (MCAT) (https://www.aamc.org/students/applying/mcat/)

DAT AND CDAT (INTERNATIONAL DMD APPLICANTS ONLY)

The US Dental Admissions Test (DAT) and the Canadian Dental Aptitude Test (CDAT) can be used for international DMD entry. Applicants using either of these test results must achieve a minimum score of 15 in each of the sections to be considered for interview. The Manual Dexterity Test component of the CDAT is not included.

For 2017 entry, the CDAT results must be obtained between 1 February 2014 and 20 February 2016, and the US DAT results must be obtained between 1 February 2014 and 20 May 2016.

MEDICINE APPLICANTS: US CITIZENS/NATIONALS/PERMANENT RESIDENTS ONLY

(Note: This requirement is subject to review. Please visit the Sydney Medical School’s website for any updates.)

If you are applying for the MD and you are a US citizen/national/permanent resident (regardless of whether you are also a citizen or permanent resident of a country other than the US), you are required to submit MCAT results.

The MCAT results are required so that Sydney Medical School can comply with US Department of Education requirements to participate in the US direct loan scheme. The University is required to provide the Department with lists containing MCAT results and the number of times that US students sat MCAT (but without students’ names).

If you are a US citizen or national or permanent resident (but NOT an eligible domestic applicant), please note that, regardless of whether or not you wish to apply for the US loan,

- you must submit MCAT results at the time of application;
- you may submit both MCAT and GAMSAT results at the time of application if they both meet the minimum requirements, and the admission procedure will use whichever results in the higher ranking.

ENGLISH LANGUAGE REQUIREMENTS

Applicants whose first language is not English must provide evidence of minimum English language proficiency through one of the following means:

1. Complete tertiary studies taught in English

You need to show that you successfully completed tertiary studies in which the language of the institution and of instruction, examination and assessment was English. The studies need to have been
undertaken no more than five years before the date of application for admission to the University of Sydney; or

2. Take an English proficiency test

Both MD and DMD require an IELTS (academic module) overall band score of 7.0, with a minimum of 7 in each band. All English tests need to be no more than two years old at the date of application.

Please refer to the English language requirements (under the “Postgraduate coursework” section) for further information and for the concordance table to convert the IELTS requirement to other English tests scores accepted by the University.

Note: The Dean of Medicine and the Dean of Dentistry may exempt an applicant from English language requirements in certain circumstances (see clause 24 of the Coursework Policy 2014).

INVITATION TO INTERVIEW

Applicants who meet the minimum GPA and admissions test requirements (to be determined by Sydney Medical School and the Faculty of Dentistry once all applications have been received) will be considered for interview.

Applicants selected for interview will be asked to complete a confirmation page and make an interview booking by email. There is no interview booking fee.

Eligible applicants who have applied to both the MD and DMD will only be required to complete one online confirmation page and attend one MMI. The information confirmed on the confirmation page and MMI results will be considered by both faculties.

All international applicants selected for interview, including those already in Sydney, will be interviewed via an online link using Skype. When making an interview booking, you will be required to enter your Skype user name and your phone number (including the country code and area code - in case that there is any problem during your interview).

ONLINE CONFIRMATION PAGE

Applicants selected for interview will be required to complete an online confirmation page attached to the invitation to interview via email (NOT via the Sydney Student Portal). Applicants who have applied to both the MD and DMD will only be required to complete one confirmation page and attend one MMI. MMI results will be considered by both faculties.

The email will contain a link which will allow applicants to select an interview time and date. The email will include the deadline by which applicants must submit the confirmation page and complete an interview booking.

The confirmation page will require you to confirm the details of your application, pertaining to the admissions criteria set out in this Guide (e.g. GPA, GAMSAT/MCAT etc.).

Do not submit the confirmation page if it contains an error. If you identify any incorrect information on the confirmation page, you must submit an error report as instructed on the confirmation page prior to the deadline. No changes will be permitted after the deadline has passed. You must check the confirmation page carefully. The information confirmed on the confirmation page will be considered as final, and applications will be processed on the basis of this information.

If you submit an error report, you will receive a further request to complete the confirmation page after the error has been rectified.
THE INTERVIEW PROCESS

The interview process is known as the Multiple Mini-Interview (MMI).

The actual MMI is expected to last approximately 45 minutes. However, the entire process including registrations, a feedback session, and possible delays, may take up to 2 hours.

The MMI process is designed to assess the suitability of applicants based on qualities important for success in the MD and DMD, including:

- good communication skills;
- a sense of caring, empathy and sensitivity;
- an ability to make effective decisions;
- an ability to contribute as a member of a team;
- an appreciation of the place of medicine in the wider context of healing; and
- a sense of vocation, motivation and commitment within the context of medicine.

The MMI process aims to broadly sample the candidate’s competencies in order to gain an accurate picture of the candidate’s strengths and weaknesses. This is achieved by having several brief interviews with different interviewers.

Interviewers will not be provided with any information about applicants (including admissions test and GPA scores).

Further details of the interview process will be sent to applicants who are selected for interview.

ADDITIONAL INTERVIEW

The following applicants who are eligible for interview will be required to attend an additional interview as part of the MMI process:

- Applicants who have previously been excluded or involuntarily suspended from a course at a tertiary education institution.
- Applicants for the MD who have previously been enrolled in a medical program at any higher education institution.
- Applicants for the DMD who have previously been enrolled in a dental program at any higher education institution.

THE INTERVIEWERS

All interviewers are volunteers who have completed a training program.

They are recruited from the following groups:

- Academic, clinical academic, and staff of Sydney Medical School or the Faculty of Dentistry;
- Graduates from Medicine or Dentistry;
- Persons drawn from the wider community.

Where possible, the interviewers will include 2 or 3 people of each gender.
SPECIAL CONSIDERATION

Applicants who believe that their performance in the MMI has been compromised by serious illness or misadventure may apply for special consideration in writing to the Admissions Committee, providing supporting documentation, within two days of the interview. The Admissions Committee Executive will consider your application, and determine whether any further action is required. The decision of the Committee Executive will be final. Should special consideration be granted, the applicant will be invited to attend a new MMI and his/her previous MMI results will be void. Please note that applicants will not receive bonus MMI points as a result of a special consideration application. For the most up-to-date information, please consult the website at http://sydney.edu.au/medicine/study/md/admission/selection-criteria.php.

RESEARCH TRIAL OF SITUATIONAL JUDGEMENT TESTS (SJT)s

A research trial of Situational Judgement Tests (SJT)s will be conducted as part of the application process for 2017 entry to the MD and DMD programs. The purpose of the research is to investigate ways to provide candidates with a broader opportunity to demonstrate their capacity and suitability for the MD and/or DMD programs. Some candidates will be invited to participate in the research, which will involve a 45 minute online activity in early/mid July. Participation in and results from the SJT trial will not affect the outcome of your application in any way. We encourage applicants to participate in the research trial. Further information will be posted on the Sydney Medical School’s website at http://sydney.edu.au/medicine/study/md/admission/index.php in mid to late May.

OFFERS

Offers of places are made by the Deans of Sydney Medical School and the Faculty of Dentistry on the basis of merit, as indicated by applicants’ final rankings.

Applicants are required to meet the minimum MMI requirements, which will be determined by the Admissions Committee. Applicants will then be ranked on the basis of a combination of admissions test results and interview performance. This will generate a single ranked list of applicants.

Offers will be made in sequence commencing with the applicant with the highest ranked score. Should it arise that applicants are ranked equally and need to be separated, the applicants’ Overall GAMSAT/MCAT scores will be used first, and then the MMI scores. If further separation is required, the applicants’ GPA at the time of application may be used, at the discretion of the Dean or Deputy Dean.

Successful applicants will be given a firm date by which to accept the offer of a place. Offers not accepted in accordance with the instructions contained in the offer letter by that date will lapse.

Unconditional offers are only made to applicants who are already graduates and who have provided all necessary documents to the University. Conditional offers are made to applicants who have not completed the final year of their bachelor’s degree or applicants who have not provided all necessary documents to the University. A conditional offer will be withdrawn and cancelled if the applicant fails to achieve the required GPA on completion of the degree, if the applicant fails to complete the degree by the deadline stipulated in their offer letter, or if the applicant fails to provide all necessary documents by the deadline. Refer to the timeline and offer letters for details.

Note: Any applicant for the MD or DMD who has previously been offered and accepted a place in that program at the University of Sydney and has failed to enrol, or has enrolled and subsequently withdrawn from or discontinued that program without prior approval, is deemed to be ineligible for admission to the MD or DMD for a period of two years.
NO EXEMPTIONS AND ADVANCED STANDING

No applicant will be admitted to the MD or the DMD with advanced standing or credit, and exemptions from participating in part of the program will not be offered.

APPEALS

Applicants who believe that there has been a procedural or other non-academic error in the handling of their application for admission to the MD or DMD may appeal in writing to the Admissions Committee. Please consult the website at http://sydney.edu.au/medicine/study/md/admission/selection-criteria.php for the most up-to-date information.

IMPERMISSIBLE CONDUCT

Sydney Medical School and the Faculty of Dentistry reserve the right, in their sole discretion, to reject an application for admission or to vary or cancel an offer of admission if an applicant’s conduct during the admissions process or prior to enrolment causes them to form the view that the applicant is unsuitable for admission to the MD or DMD.

Examples of conduct that might make an applicant unsuitable for admission to the MD or DMD include (but are not limited to):

- failure by the applicant to treat University of Sydney employees, students, applicants or other members of the University community with respect and courtesy, including failure to use appropriate language and tone in written or verbal communications;

- failure by the applicant to act honestly and ethically in their dealings with University of Sydney employees, students, applicants or other members of the University community;

- conduct that results in the applicant being excluded from another higher education institution, or from a course or program offered by another higher education institution;

- conduct that gives Sydney Medical School and/or the Faculty of Dentistry reasonable cause to believe that enrolling the applicant in clinical training may place them, their peers, or members of the public at risk of harm; and

- conduct that results in the applicant being charged with a criminal offence.

REQUIREMENTS FOR CURRENT MD OR DMD STUDENTS

Please note that all MD or DMD students are required to:

- meet the Inherent requirements for Medicine or the Inherent requirements for Dentistry;
- comply with the Sydney Medical Program Statement of Expectations Provisions or the Faculty of Dentistry Statement of Expectations Provisions;
- meet the NSW Ministry of Health requirements for clinical placement; and
- submit a current approved senior first aid certificate.

Successful applicants will be provided with further details.
HOW DO YOU APPLY?

There are two ways to submit an international application:

1. Submit an **online MD application** and/or **online DMD application** directly to the University*; OR

2. Submit an application through a University representative (agent). Agents must forward completed applications to the University so that they are received **by the deadline***


If you fail to submit your application for the MD and/or DMD by the deadline, your application will not be processed.

NOTE: Only online applications will be accepted. No hard copies of applications will be accepted.

**Application CHECKLIST – International applicants**

1. ✔ You completed or will complete your bachelor’s degree (pass or honours) with at least 2 years full time equivalent at the awarding institution, which is a recognised institution, between 1 January 2007 and 1 January 2017.

   → You must provide a full official transcript of your academic records for each program attempted at a tertiary level and proof of completion of any previous tertiary degree(s) if not stated on your transcripts and if not undertaken at the University of Sydney.* An official transcript is a university’s certified statement of your academic record. It contains the university seal. The University of Sydney does not accept internal transcripts, online statements of results, printouts of academic records, or any other unofficial transcript.

   → Go to item 3.

2. ✔ You completed your bachelor’s degree (pass or honours) with at least 2 years full time equivalent at the awarding institution, which is a recognised institution, prior to 1 January 2007 and you completed/will complete a post-graduate diploma or Master’s by coursework or were awarded/will be awarded a Master’s degree by research or PhD from a recognised institution between 1 January 2007 and 1 January 2017.

   → You must provide a full official transcript of your academic records for each program attempted at a tertiary level and proof of completion of any previous tertiary degree(s) if not stated on your transcripts and if not undertaken at the University of Sydney.* An official transcript is a university’s certified statement of your academic record. It contains the university seal. The University of Sydney does not accept internal transcripts, online statements of results, printouts of academic records, or any other unofficial transcript.

3. ✔ You have valid admissions test results.

4. ✔ Proof of citizenship: Please provide a copy of your valid passport photo page.

5. ✔ If you are applying for admission to the DMD, you have met the DMD Biology prerequisite.
6. ☐ Where applicable, you have provided documentation regarding your exclusion from any course at a tertiary institution.

7. ☐ Where applicable, you have provided a transcript for your previous enrolment in a medical program/dental program at a tertiary institution.

8. ☐ Where applicable, you have provided English language test results (e.g. IELTS or TOEFL test results).

9. ☐ Where applicable, you have provided a marriage certificate or other official documentation to verify your name change.

10. ☐ Where applicable, you have provided an official/certified English translation of any document not issued in English and original language versions of those documents.

11. ☐ You have not previously been offered and accepted a place in the MD or DMD program at the University of Sydney and failed to enrol, or has enrolled and subsequently withdrawn from or discontinued that program without prior approval.

   (If yes, you are deemed to be ineligible for admission to the MD or DMD for a period of two years. You may reapply for the MD or DMD after this period.)

* Applicants who have studied at the University of Sydney, please note:
  • You do not need to provide your University of Sydney official transcript(s) at the time of application; but
  • You do need to supply other required documents; and
  • If you are made a conditional offer based on the completion of your bachelor’s degree at the University of Sydney, you MUST submit complete academic transcripts and an official letter issued by the Registrar/Academic Affairs Office confirming the completion of the qualification inclusive of the date on which the award will be conferred by the deadline. Refer to the timeline and offer letters for details.

Even if you have previously applied for a course at the University of Sydney and provided documents at that time, you must provide all required documents for your new application to the MD/DMD as per the checklist.

It is your responsibility to ensure that all necessary documents listed above are uploaded to your application. The University of Sydney will not contact you if you fail to provide any of the required documents.
HOW TO USE THE SYDNEY STUDENT ONLINE APPLICATION FORM

BEFORE YOU BEGIN

Please make sure that you have the required documents ready for uploading to the Sydney Student online application system (refer to the checklist).

You will be required to upload **scanned** documents to complete your online application. These documents do not need to be certified. Please note the maximum file size is **10MB**.

Note:

1) The document upload functionality on the application form does not allow for multiple documents to be uploaded using the same upload button. Please combine your documents in a file where necessary.

2) MD and DMD applicants **do not** need to upload any of the following documents as none of these are considered in the admissions process:

- evidence of membership of professional associations;
- evidence of work experience or curriculum vitae;
- information about academic awards or prizes;
- reference letters and letters of recommendation.

DOCUMENT SUBMISSION GUIDELINES

The University of Sydney accepts scanned documents submitted online in support of applications for admission to courses of study. All supporting documents must be true and complete records. You should be prepared to provide original documents or original certified copies of supporting documents upon request at any time.

Documents submitted in a language other than English must be accompanied by a complete English translation. The University accepts translations to English made by an accredited translator with a government body, the Registrar of the issuing institution or, for international applicants, registered University of Sydney Education Agents who are designated translators. Applicants from the Peoples’ Republic of China may have their academic transcripts referred to the Ministry of Education’s China Academic Degrees and Graduate Education Development Centre (CDGDC) for authentication.

Please note that detailed checking of supporting documents is an inherent element of our admissions process and may involve contacting the original issuing authority, relevant tertiary admissions centre, organisation, or individual, as required, to verify documents. A failure to provide documents on request, or the discovery of either fraudulent documents or a misrepresentation of true circumstances in association with your application, may lead to the rejection of your application for admission, the withdrawal of your offer, or the cancellation of your enrolment.

THE ONLINE APPLICATION FORM

If you have not applied for a course at the University before, you will be required to create an account. As part of this process, you will receive several emails confirming your login details.
Please note that some emails/attachments may not be accepted or may be marked as junk or flagged as spam by some mail providers (e.g. Hotmail, Yahoo or Gmail). If you do not receive any confirmation emails from the University, please check your junk/spam email folder. Applicants are advised not to provide an email address from one of these providers. If you provide your current university email address, please ensure that it will be active until February 2017.

All communication from the University will be via the Sydney Student portal and/or via email. It is the responsibility of applicants to check their accounts and the University will not be held responsible for any unread email communication or for any resulting delays or disadvantage.

Should you need to change your email address at any stage throughout the admissions process, please contact the University Admissions Office via email at admissions.medicine@sydney.edu.au for MD, or admissions.dentistry@sydney.edu.au for DMD (include your application ID and that you are a domestic applicant in the subject line).

**NOTE:** Most pages of the online form are generic to all University of Sydney applicants. There are several sections that do not apply to MD or DMD applicants.

1. **Starting your application**

You are not required to complete any supplementary forms; however, you MUST upload the required documents at the time of application (see the checklist). *(Note: Any required documents received by the University after the deadline will not be considered or processed. Please refer to the timeline at: [http://sydney.edu.au/medicine/study/md/admission/dates.php](http://sydney.edu.au/medicine/study/md/admission/dates.php).)*

If you are unable to upload your documents or need to upload any additional required document(s), or if you encounter problems completing or submitting the online form, or if you need to alter your form after submission, please contact the University Admissions Office.

2. **Your course options page**

In order for all MD and DMD applications to be processed in time for interview, Sydney Medical School and the Faculty of Dentistry only process first preference applications, i.e.

- applicants for the DMD must nominate DMD as their first preference;
- applicants for the MD must nominate MD as their first preference;
- applicants who are applying for both the DMD and MD must submit **two** separate applications by the deadline to ensure that both applications are assessed.

3. **Your personal information page**

You must provide the required personal information.

4. **Scholarships page**

Where applicable, applicants may provide such information. Please note that this will play no role in the admissions process.

5. **Your qualifications page**

- If English is your first language, you do not need to provide proof of English language proficiency. If English is not your first language, you must upload proof of English language proficiency eg. official transcripts or IELTS/TOEFL results.
- If you have previously been excluded or suspended from a course at a tertiary education institution, you MUST upload documents outlining the circumstances.

- ‘Academic Qualifications’ - please provide details of all of the degrees you have completed or plan to complete before commencing the MD or DMD. Use the check box to ‘Add another qualification’ for each additional degree.

- You do not need to provide details of academic prizes or awards.

6. Further references

- You do not need to provide details of professional associations or relevant work experience. Please note that this information will play no role in the admissions process.

7. Course choice page

- **ADMISSIONS GUIDE**

  You must tick the box next to the question below:

  I confirm that I have read and understood all the information outlined in the current Admissions Guide.

- **QUALIFICATIONS ASSESSMENT SERVICE**

  International applicants must enter “930000000”.

- **YOUR ADMISSIONS TEST RESULT**

  Please refer to the Admissions Test Results’ section of this Guide.

- **PREVIOUS ENROLMENT IN A MEDICAL PROGRAM AT/DENTAL PROGRAM ANY HIGHER EDUCATION INSTITUTION:**

  **Applicants for the MD:**

  If you have been enrolled in a medical program at any higher education institution, you MUST answer ‘Yes’ to the first question below, provide further details and upload the required supporting documentation.

  Have you ever been enrolled in a medical program at any higher education institution? (mandatory question) Yes  No

  If you answered ‘yes’ to the question above, you must upload the relevant academic transcript and provide details below:

  Start date (dd/mm/yyyy)  
  End date (dd/mm/yyyy)  
  Reason(s) for discontinuation

  UPLOAD YOUR DOCUMENTS

  Academic transcript(s) for previous enrolment
  UPLOAD
Applicants for the DMD:

If you have been enrolled in a dental program at any higher education institution, you MUST answer ‘Yes’ to the first question below, provide further details and upload the required supporting documentation.

*Have you ever been enrolled in a dental program at any higher education institution? (mandatory question)* Yes  No

If you answered ‘yes’ to the question above, you must upload the relevant academic transcript and provide details below:

- Start date (dd/mm/yyyy)
- End date (dd/mm/yyyy)
- Reason(s) for discontinuation

**UPLOAD YOUR DOCUMENTS**

- Academic transcript(s) for previous enrolment
- UPLOAD

- **REQUIREMENTS FOR US CITIZENS/NATIONALS/PERMANENT RESIDENTS (MD ONLY)**

If you are a US citizen, please ensure that you answer the questions below very carefully.

- Q. Are you a US citizen, national or permanent resident? Yes or No

- Q. If you are a US citizen, national or permanent resident, are you also a citizen, national or permanent resident of a country other than the US? Yes or No

Please refer to the ‘MEDICINE APPLICANTS WHO ARE ALSO US CITIZENS/NATIONALS/PERMANENT RESIDENTS ONLY’ section of this Guide for further details.

**8. Declaration**

You will be required to read the following declarations carefully and tick the box below them before submitting your application to confirm that you agree.
9. Submitting your application

Once you have completed the application form, you must ensure that you submit your application. Do not simply save and exit; this is not the same as submitting your application. Submitting the application includes agreeing to the terms and conditions and declaration. Your application cannot be considered if you do not complete this final step in the application process.

Once you have successfully submitted your application, you will receive within one day an automated email with your 9 digit Student ID number. (For new applicants, the SID will start with 48xxxxxxx. For previous applicants it will be the same SID as per your previous applications/enrolments.) You will then be able to login to your portal with this Student ID number to view the status of your application. Please check your junk mail folder if you do not receive the email.
CONTACTS

FUTURE STUDENT CONTACT CENTRE

Online enquiry
http://sydney.edu.au/ask-domestic
1800 SYD UNI (1800 793 864) (in Australia)
+61 2 8627 1444 (outside Australia)
http://sydney.edu.au/future_students

UNIVERSITY ADMISSIONS OFFICE

University Admissions Office
Level 4, Jane Foss Russell Building (G02)
The University of Sydney NSW 2006
Australia

Email:
admissions.medicine@sydney.edu.au for MD or admissions.dentistry@sydney.edu.au for DMD

(include your application ID (i.e IPU000xxxxxx) or Student ID and that you are an international applicant in the subject line)

Telephone:
1800 SYD UNI (1800 793 864) (in Australia)
+61 2 8627 1444 (outside Australia)