

Student No (office use only)

Input boxes for Student No

Enquiry No (office use only)

Input boxes for Enquiry No

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APPLICATION FOR ADMISSION

1. PERSONAL DETAILS (PLEASE USE BLOCK LETTERS)

Have you previously enrolled at, or applied for admission to the University of Wollongong or the Language Studies Centre, either in Dubai or Australia? Yes No

If yes, please state your student number

Title: Mr Mrs Ms Miss Other Gender: Male Female

Family Name, First Name, Former Family Name, Date of Birth (Day, Month, Year)

Do you require a student visa from the University of Wollongong in Dubai? Do you require accommodation in UOWD student residences?

(Note: If you require student accommodation, you will need to make a booking and payment when you are offered a place at UOWD. visit http://www.uowdubai.ac.ae/ps/details.php?sec=6,1 for more details)

Applications submitted by an agent: AGENT CODE

Contact Address for correspondence

Home address (if different from correspondence address)

Contact Address form: PO Box or Street Address, Suburb/Town, State/Province, Post Code, Country, Telephone, Mobile

Home address form: PO Box or Street Address, Suburb/Town, State/Province, Post Code, Country, Telephone, Mobile

Prior to enrolment correspondence will normally be sent to your email address, if applicable.

Email input field

Citizenship, Country of Permanent Residence, Country of Birth

Do you have Australian citizenship?\*

\* Certified proof of citizenship will be required prior to enrolment

Are you an international student living outside the UAE?

Have you been referred by a currently enrolled UOWD student?

If yes, you MUST provide their student number.

2. PROGRAM PREFERENCE (indicate the program for which you are applying)

1st Preference Program Name, Specialisation, 2nd Preference Program Name, Specialisation

When do you wish to begin your degree? Year:

Autumn - September, Spring - January, Summer - May

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## 3. ACADEMIC BACKGROUND

Have you completed any studies through distance learning? Yes  No

Please list your highest qualification, including any studies currently being undertaken.

Qualification	School/Institution	Country	Duration	Date Completed
				d d m m y y y y
				d d m m y y y y
				d d m m y y y y
				d d m m y y y y

## 4. ENGLISH LANGUAGE PROFICIENCY

Is English your first language? Yes  No

I have completed at least one of the following within the last two years (Documentary evidence, including ORIGINAL results, must be attached)

A certificate of English Proficiency obtained in the last two years (eg: IELTS OR TOEFL)

IELTS (Academic)	Year	Overall score	Reading	Writing	Listening	Speaking
TOEFL ITP	Year	Overall score	TWE Score			
TOEFL Internet based	Year	Overall score	Reading	Writing	Listening	Speaking

If you don't meet the University's English requirements, are you interested in studying English at the Language Studies Centre (LSC) Yes  No

Visit the LSC website for program details: <http://www.uowdubai.ac.ae/lsc/index.php>

## 5. EMPLOYMENT DETAILS – MBA APPLICANTS ONLY

Employment dates _____ to _____	Full-time or Part-time	Employer name and location	Position title

If work experience is required for entry to the program for which you are applying, please attach the following;

- Details of previous position(s) help including a general description of duties and responsibilities, key achievements within the role, number of persons reporting to you and number of hours worked (if employed on a part-time basis).
- Referee report(s) on company letterhead confirming your employment duration and position from relevant employer(s), including their position, contact details, telephone number and email address. The University may contact referee(s) to confirm employment details.

## 6. ADVANCED STANDING (CREDIT TRANSFER / SUBJECT EXEMPTION)

Are you seeking advanced standing? Yes  No  If yes, you must provide a copy of your syllabus or subject descriptions with your application.

Name of Institution

## 7. OTHER IMPORTANT INFORMATION FOR APPLICANTS

1. **Change of Name.** If you have changed your name since completing high school or tertiary level examinations, or if any of your documents show a name which is different from the one that you have used on this application form, then you must present certified documentary evidence of the change (marriage certificate, passport).
2. **Privacy and Confidentiality** of Students' Personal Information. See <http://www.uowdubai.ac.ae/ps/details.php?sec=10>
3. **Declaration and Signature.** This application form must be signed by the applicant.

# APPLICATION FOR ADMISSION

## 8. ATTESTATION OF DOCUMENTS

All applicants for admission are required to attest their secondary school leaving qualifications (for Undergraduate applicants) or their bachelor's degree (for Postgraduate applicants) The attestation process is dependant upon whether the student has completed his/her studies within the UAE or outside the UAE.

### Applicants who complete secondary schooling or a bachelor's degree within the UAE

With the exception of undergraduate applicants who have completed the Thanaweya Al-Amma, all other applicants must get their certificates attested by the Ministry of Education. These students are provisionally admitted to the University and are permitted to commence the first semester of study subject to the student obtaining the relevant attestation.

### Applicants who complete secondary schooling or a bachelor's degree outside the UAE

These applicants are provisionally admitted to the University and are permitted to commence the first semester of study. However, they must have their secondary school records and Certificates of Completion (for Undergraduate applicants) and their bachelor's degree and transcripts/mark sheets (for Postgraduate applicants) certified by:

- The issuing Board of Secondary Education or a recognised authority for secondary education (for Undergraduate applicants).  
The issuing University and/or recognised authority for tertiary education (for Postgraduate applicants) in the host country in which the applicant completed their education.
- The Ministry of Foreign Affairs in that host country.
- The UAE Embassy in that host country.

In special cases where complying with conditions (b) and (c) are not feasible, the certificates may be verified against originals by Embassies in the UAE and UAE Ministry of Foreign Affairs.

An applicant who is unable to secure the attested Certificate(s) as outlined above will be asked to sign a "Consent to Provide Documents" form agreeing to secure the attestation. The applicant will be permitted to commence his/her studies at UOWD, but will be given a maximum of one (1) semester to obtain the attested certificate(s) within this time period. UOWD reserves the right to take appropriate action against those who do not provide these documents, which may result in the termination to the student's enrolment at UOWD.

## 9. DECLARATION AND SIGNATURE

- I declare that all the information I have given in this application is true, correct and complete, and is not false or misleading. I understand that giving false or misleading information is a serious offence and may lead to prosecution.
- I declare that the signature on this form is my signature and has not been signed on my behalf by another person, including my agent or sponsor.
- I agree to tell the University immediately if there is any change to the information I have given in this application.
- I understand that the University may vary or reverse any decision made on the basis of incorrect, incomplete, false or misleading information which I or my agent may have provided including in some circumstances termination of my enrolment.
- I declare that I have not been excluded or subject to disciplinary action at any tertiary institution.
- I have read and understood the University's fee policy at <http://www.uowdubai.ac.ae/ps/details.php?sec=10,2,9>
- I understand that the University may obtain official records from any educational institution I have previously attended.
- I authorise any institution or organisation named on any document provided as evidence of my qualifications or work experience or which are named in my application, to release to the University any personal information which they may hold about me for the purpose of verification of my supporting documents.
- I authorise the University to release any personal information they may hold about me to any other educational institution which is seeking to verify my student conduct or academic record for the purpose of determining my eligibility for admission to, or enrolment, that institution.
- I understand that any information provided to the University may be made available to Australian Commonwealth and state government departments and agencies, pursuant to the University's obligations under Australian or state law and the UAE Ministry of Higher Education and Scientific Research in accordance with the ministry's licensure agreement.
- I agree to be bound by all the Rules and Regulations and any relevant Policies of the University.
- If the payment for my course is made by a sponsor (a third party paying my tuition fees or nominated by me as my sponsor), I agree to the release of all information to my sponsor regarding my application and subsequent enrolment including my subject results, progress reports, and enrolment details (including contact details).
- I understand that I am fully responsible for my education and living expenses while studying at the University.
- I understand and agree to abide by the requirements of a student visa holder whilst in the United Arab Emirates.
  - I am not permitted to work whilst on a student visa;
  - I must remain in full-time study while I am on a University-sponsored visa, and if I finish my program early, I must cancel my visa, depart the country or transfer my visa to another company / sponsor.
- I agree to advise the University on arrival of my address and telephone number and of any change in my contact details.

Consent: I understand that UOWD may have a need to verify the information I have supplied and it may exchange data with other institutions for this purpose. I further understand that UOWD deals with regulatory bodies and also includes a number of separate entities, any of which may be granted all or part of this information to assist students in their work at UOWD.

**Warning:** It is an offence to submit fraudulent documentation in support of a program application. Where fraudulent documents are detected, the application will be rejected; any offer of enrolment will be withdrawn; and the matter may be reported to the Police and Immigration.

## 10. CHECKLIST

- I have read, understood and agree to abide by the above terms and conditions. I consent to the use of my personal information as set out above. I declare that the information provided by me in the application is true and correct.
- I hereby undertake to abide by the rules and policies of the University of Wollongong in Dubai.
- Enclosed original or attested academic transcripts, explanation of grading system, and course completion certificate.
- Work references (if applicable).
- Enclosed a certified copy of your passport, Emirates ID card and UAE residency visa, if applicable.
- Two (2) passport size photos.
- Read and signed application form (Section 9).

Applicant's Signature

Date:

The University of Wollongong in Dubai attempts to ensure that the information contained in this form is correct at the time of production (July 2012). However, sections may be amended without notice by the University in response to changing circumstances or for any other reason. Applicants should check with the University at the time of application/enrolment whether any later information is available.

# APPLICATION FOR ADMISSION / FOR OFFICE USE ONLY

**Submit application to:**

**Postal Address**

Student Recruitment  
University of Wollongong in Dubai  
PO Box 20183  
Dubai, UAE

**Campus:**

Block 15  
Dubai Knowledge Village  
Dubai, UAE

**Enquiries:**

Telephone within UAE: 800-UOWD (8693)  
Telephone outside UAE: +971 4 367 2400  
Email: admissions@uowdubai.ac.ae  
Web: [www.uowdubai.ac.ae](http://www.uowdubai.ac.ae)

Office  
use only

Is admission recommended:  Yes  No

For the degree of:

Commencing year:

Session:

Autumn

Spring

Summer

Type of program:

UG

PG

Faculty approval and recommendation:

Faculty Name:	Signature:	Date:
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Family name

Given name

**Offer:**

Code:

Year:

Major:

Session:

Ad basis:

CPs:

Status:

Subject Fee:

Letter:

**Conditions:**

ENG

FOUM

UAE

RCO

OTR

OEN

**Notes/PEC:**

EQV

AQV

UAE ID

DEF

QTT

REJ

PROB

ENG

**Other notes/conditions:**

  


**Academic Qualifications:**

  
  


**English Results:**

English: IELTS

TOEFL

Native Speaker

Score:

Meets Entry: Yes

No

ENG Prob

MBA - work exp approved: Yes

No

Student number

Case Officer:	Signature:	Date:
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**Graduate Foundation**

Accounting

Finance

Marketing

Operations Management

Statistics

**LSC Offer**

Course code

Length

Course

Start date

Status

End date

Ad basis

Conditions/Notes: .....

Recommended for Scholarship:  Yes  %  No

Approved: Director, Marketing & Student Recruitment (or delegated authority):	Signature:	Date:
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Application  
number

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