



in association with



Application form

Please print in BLOCK LETTERS

Please read carefully and return the completed application to QIBT. Please print in block capitals and in clear English. Sections shaded with green **must be completed**. Full academic transcripts (certificates), proof of English proficiency (IELTS, TOEFL, etc) are necessary to accompany your application. An updated CV is optional. **Your application will not be processed if these details are not completed.**

Personal details

Please state your name as it appears on your passport.

Title: <input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Other	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
Family name:	
Given names:	
Preferred name:	
Date of birth: / / (day/month/year)	
Passport number:	

Contact details

Address in Australia (if known):
Address overseas (must be applicant's address – not agent's address):
Home Telephone:
Mobile telephone (please include country code):
Email (must be applicant's email – not agents's email):
Country of birth:
Citizenship:

Are you a citizen or permanent resident of Australia? Yes No

If yes, please provide evidence of citizenship or residency (eg. a certified copy of your birth certificate, passport, citizenship certificate or visa). Unless verification is supplied, you will be classified as an international student.

Have you previously applied to QIBT? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please quote your QIBT student ID:

Education details

Secondary education – highest level achieved

Name of qualification (eg. Year 12, HKALE or 'A' Levels):
School attended:
Completed: <input type="checkbox"/> Yes <input type="checkbox"/> No Completion Date:
Country/State:
Language of instruction:

Tertiary and further education

Name of qualification:
Institution attended:
Completed: <input type="checkbox"/> Yes <input type="checkbox"/> No Completion Date:
Please attach certified copies of all academic transcripts or mark sheets.
Are you currently enrolled in another institution? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide a "letter of release".
Name of institution:

Have you ever been excluded from previous tertiary study? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please attach details.

Employment history

If you believe you have relevant employment experience, please attach details.

Accommodation

Do you want QIBT to arrange accommodation for you? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, what type of accommodation? <input type="checkbox"/> Homestay <input type="checkbox"/> On-campus
If yes, please contact accommodation@qibt.qld.edu.au or visit our website to download the application forms.

Airport reception

Do you require airport pick-up? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please contact accommodation@qibt.qld.edu.au or visit our website to download the application forms.

Request for learning support

Is there anything that may affect your learning (for example impairments to your mobility, sight, hearing, reading or writing)? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please indicate your needs on a separate sheet of paper and attach to this application.

International students only

English proficiency

IELTS (Academic) or TOEFL score:
Other:
Are you currently enrolled in an ELICOS school? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, name of school:
Current level of English:

Overseas Student Health Cover (OSHC)

QIBT will provide all international students with an OSHC Worldcare policy.
If you DO NOT wish to use this policy, please provide the details of your alternate provider:
OSHC provider name:
Your membership number:

Sponsored students only

Name of organisation sponsoring you:
Type of sponsorship (ie. tuition fees and/or living expenses):

Disclaimer

I grant QIBT permission to provide my parent(s) or guardian(s), when requested, with any information pertaining to my application to study, ongoing academic progress, results and attendance. <input type="checkbox"/> Yes <input type="checkbox"/> No

Program selection

Please complete the relevant section for each program you wish to undertake, including the Griffith degree program, major and campus. You must also specify the year and month you wish to commence at QIBT.

English language Mixed English and Academic Program (MEAP)	<input type="checkbox"/> Mt Gravatt	<input type="checkbox"/> Gold Coast	Year:	<input type="checkbox"/> February	<input type="checkbox"/> June	<input type="checkbox"/> October
Pre-university level Certificate IV in University Foundation Studies	<input type="checkbox"/> Mt Gravatt	<input type="checkbox"/> Gold Coast	Year:	<input type="checkbox"/> February	<input type="checkbox"/> June	<input type="checkbox"/> October
University level Diploma of Biosciences	<input type="checkbox"/> Mt Gravatt	-	Year:	<input type="checkbox"/> February	<input type="checkbox"/> June	-
Diploma of Commerce	<input type="checkbox"/> Mt Gravatt	<input type="checkbox"/> Gold Coast	Year:	<input type="checkbox"/> February	<input type="checkbox"/> June	<input type="checkbox"/> October
Diploma of Criminology and Criminal Justice	<input type="checkbox"/> Mt Gravatt	-	Year:	<input type="checkbox"/> February	-	-
Diploma of Engineering	<input type="checkbox"/> Mt Gravatt (2011 only)	<input type="checkbox"/> Gold Coast (2012 onwards)	Year:	<input type="checkbox"/> February	<input type="checkbox"/> June	<input type="checkbox"/> October
Diploma of Graphic Design	<input type="checkbox"/> Mt Gravatt	-	Year:	<input type="checkbox"/> February	<input type="checkbox"/> June	-
Diploma of Hotel Management	<input type="checkbox"/> Mt Gravatt	<input type="checkbox"/> Gold Coast	Year:	<input type="checkbox"/> February	<input type="checkbox"/> June	<input type="checkbox"/> October
Diploma of Information Technology	<input type="checkbox"/> Mt Gravatt	-	Year:	<input type="checkbox"/> February	<input type="checkbox"/> June	<input type="checkbox"/> October
Associate Degree in Commerce and Business	<input type="checkbox"/> Mt Gravatt	<input type="checkbox"/> Gold Coast	Year:	<input type="checkbox"/> February	<input type="checkbox"/> June	<input type="checkbox"/> October
Postgraduate Postgraduate Qualifying Program (PQP)	<input type="checkbox"/> Mt Gravatt	-	Year:	<input type="checkbox"/> February	<input type="checkbox"/> July	<input type="checkbox"/> October

Griffith University

(This section must be completed, including desired major/specialisation, where relevant.)

Program: (eg. Bachelor of Commerce)	
Campus: (eg. Nathan)	

Recognition of prior learning (credit for previous studies)

Students wishing to apply for credit or recognition of prior learning, should send QIBT certified copies of all previous studies (academic transcripts, award certificates and course syllabus/outlines). Students must submit an application to QIBT to be eligible for assessment of prior learning (credit). For more information, please visit the QIBT website or contact QIBT Admissions.

(Complete this section to apply for credit for previous studies – attach copies of your academic record and request for credit application.)

Course previously studied	Equivalent QIBT course

Attach another sheet if more space is required. Please do not send original documents. Academic transcripts, award certificates and English language test results must be certified photocopies of original documents.

Application checklist

Check that you have:

- Completed all sections of the Application form
- Read Conditions of Enrolment and Fee Refund Policy on page 38

Check that you have attached:

- Certified copies of your academic qualifications
- Evidence of your English language ability if required
- A copy of your passport, visa or birth certificate if required
- Any relevant employment documentation if required

Declaration

I declare that the information I have supplied on this form is, to the best of my understanding and belief, complete and correct. I understand that the giving of false or incomplete information may lead to the refusal of my application or cancellation of enrolment. I have read and understand the published course information in the brochure or website and I have sufficient information about QIBT and Griffith University to apply. I give QIBT and Griffith University permission to obtain official records from an educational institution attended by me. I understand that QIBT and Griffith University collects, stores and uses personal information only for the purposes of administering prospective, current and graduate student admissions, enrolment and education. I understand that information collected is confidential and will only be disclosed to third parties under the following circumstances: to enable QIBT's service providers to assist with my application; and to meet government, legal or other regulatory authority requirements. For further information, consult QIBT's Privacy Policy at

<http://policy.qibt.qld.edu.au/> and Griffith University's Privacy Plan at www.griffith.edu.au/ua/aa/vc/pp/. I understand that if I have applied through an approved QIBT and/or Griffith University agent, all correspondence relating to my application will be forwarded to that agent. I understand that fees may rise. I accept liability for payment of all fees as explained in this brochure, and I agree to abide by the policies of QIBT which are current at the time of my studies at QIBT. I have also read the section in the QIBT brochure relating to costs of living and I understand that living expenses in Australia may be higher than in my own country and I confirm that I am able to meet these costs. I understand that by signing this application form, I may be sent a Letter of Offer for QIBT and Griffith University programs. I understand that QIBT may, by written notice, vary its conditions as may be necessary to comply with any law, regulation or amendment thereof, of the Commonwealth of Australia or the State of Queensland.

Applicant's signature:

Date: / / (day/month/year)

If you are under 18 years of age, your parent or guardian must also sign this application form.

Parent's/Guardian's signature:

Date: / / (day/month/year)

Postal address for applications

Admissions Office

Queensland Institute of Business and Technology

Griffith University Telephone +61 7 3735 6900
Mt Gravatt Campus Fax +61 7 3735 6901
176 Messines Ridge Rd Email qibt@navitas.com
Mt Gravatt, QLD 4122 Australia

QIBT CRICOS Provider Code: 01737F Griffith University CRICOS Provider Code: 00233E

Agent use only

Country and branch office (if any) where the student is recruited from:

Representative's stamp