Foundation Studies
CRICOS Application Form
Commonwealth Registration of Institutions and Courses for Overseas Students (CRICOS)

This form is to be used by RMIT University staff to register/renew/amend Foundation programs on CRICOS for provision to international students. Only programs approved for CRICOS registration can be offered to international students.

Section 1  Program information

Program details

Program title:
Note: Title must be same as University master file list and "Active" on AMS.

RMIT program code:  Program plan:  Campus:  

Field of study:
(ASCED codes)
Please see: www.rmit.edu.au/policies/cricos/foundation/#FieldStudy

Total program duration:  (in weeks or months)  
Program Delivery:  (in weeks)  

Contact hours per week:  Entry available?  Feb  Jun  Jul  Sep  Nov  
Does the program contain online and/or distance learning courses?  No  Yes  If YES, attach the course names

Annual tuition fees
Note: Tuition fees are set by the College and must be approved by FSG and DVC (I&D) before registration.

Tuition Fee 2011: AU$  Tuition Fee 2012: AU$  Tuition Fee 2013: AU$  
Tuition Fee 2014: AU$  Tuition Fee 2015: AU$  Tuition Fee 2016: AU$  

Attach program description (including program structure)
(Complete a program description template at http://mams.rmit.edu.au/4ym5uylng5us.doc)

DEEWR guidelines

The purpose of the course is to equip students with the skills and capabilities to enter the tertiary sector (diploma level courses and above – both VET and higher education).

Upon successful completion, students will gain entry to tertiary level program of study.

Students will be granted credit into a tertiary level program based on completion of the foundation studies program.

Students entering the foundation studies program must first demonstrate successful completion of Australian Year 11 or an equivalent education level.

Students entering the foundation studies program must have English proficiency equivalent to an IELTS score of 5.5 overall (minimum of 5.0 in each macro skill).

The duration of the foundation studies program is at least 720 contact hours.

The foundation studies program is conducted for at least 26 weeks of actual study (not inclusive of term breaks or holidays).

Section 2  Type of application

Fill out relevant section.

2A. New

First international intake:  (semester and year)  Official target approved by the College:  (number of students)

Does this program supersede another program?  No  Yes  If YES, complete the following details:

Old program code:  Old program plan:  

Old program name:

Is the old program to be advertised?  No  Yes

Can current students continue to enrol in the old program if they fail the course(s)?  No  Yes
Section 2  Type of application (continued)

Please choose relevant section.

☐ 2B. Renewal

☐ 2C. Amendment (A new CRICOS code will be issued)

☐ Title amendment

Old title: 

Has the program structure changed?  ☐ No ☐ Yes

☐ Duration amendment

Old duration: 

First international intake: 

(semester and year)

The amendment applies to: ☐ Current students ☐ Prospective students

Section 3  ESOS/national code compliance

(Information to students or applicants for replacement (Section 2A) and amended programs (Section 2C) only)

☐ Communication plan and timeline developed (attach copy)

☐ Provide information detailing the changes for letters to International Services (attach copy of text/letter)

☐ Develop website content outlining the changes, URL: 

(attach copy of the website)

Section 4  Contact details and approvals

College: 

School: 

Selection Officer: 

Program Coordinator: 

Phone: 

Phone: 

School approval: The above program information is correct and this program is available for international students.

HoS approval: 

Date: 

College approval: 

College Admission and Profile Manager approval: 

Date: 

DVC approval: 

Date:

Section 5  International Services approval

Director, International Services approval: 

Date: 

Section 6  Tuition fee approval

The tuition fees in Section 1 have been approved to offer to international students.

Director, FSG approval: 

Date: 

DVC (I&D) approval: 

Date:

Section 7  International Services use only

Checklist 

☐ Application sent to VRQA Date: 

☐ PRISMS updated Date: 

☐ AMS/Programs and Fees database updated Date: 

☐ International Services, FSG, University Marketing, Academic Registrar's Group and College informed Date: 

Send form to: CRICOS Co-ordinator

RMIT University

International Services

Level 4, Building 22, City campus

330 Swanston Street

Melbourne VIC 3000 Australia

Email: CRICOS@rmit.edu.au

Tel: 9925 5181 Fax: 9663 6925