

# 2012 Postgraduate Commonwealth supported equity place Information sheet

**To be completed by applicants applying for  
postgraduate coursework programs only**

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## SECTION 1: About Postgraduate Commonwealth supported equity places

RMIT University offers a limited number of Commonwealth supported equity places for students from designated equity groups in postgraduate coursework programs. These places are available to students who have been offered a full-fee place and are **commencing** a postgraduate coursework program. Students who already hold a postgraduate qualification at the **same level or higher** than the program for which they are applying are not eligible to receive an equity place. Graduate entry teaching (GET) programs are excluded from this scheme.

Instead of paying full fees, this scheme allows you to complete your program in a Commonwealth supported place. Detailed information on Commonwealth supported places and other fee information can be obtained from [www.rmit.edu.au/programs/fees/highered](http://www.rmit.edu.au/programs/fees/highered) and [www.goingtouni.gov.au](http://www.goingtouni.gov.au).

The Postgraduate Commonwealth supported equity place is available for a period of time equal to the time taken to complete the minimum number of credit points necessary to complete the qualification. Retention of the Postgraduate Commonwealth supported equity place is subject to the University's normal procedures regarding satisfactory progress. The place is not transferable to any other program, or any other level of the program.

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## SECTION 2: Eligibility criteria

Applicants for a Postgraduate Commonwealth supported equity place must satisfy the mandatory criteria and one or more of the eligibility criteria listed below:

### Mandatory criteria

Applicants must:

1. hold a full-fee place in a postgraduate coursework program at RMIT University
2. be an Australian or New Zealand citizen or the holder of an Australian Permanent Humanitarian Visa (PHV) or be a Permanent Resident of Australia
3. not have previously completed a postgraduate program at the same level of qualification
4. be unable to access any alternative funding to undertake this training.

### Additional eligibility criteria

Applicants must provide evidence relevant to the eligibility category(s) under which they are applying. To be eligible to apply for a Postgraduate Commonwealth supported equity place you must also be able to demonstrate one or more of the following:

1. low socio-economic status
2. Aboriginal and Torres Strait Islander
3. disability or long-term medical condition
4. women applying to study in non-traditional areas (Computer Science and Information Technology, Engineering, Mathematical and Geospatial Sciences)
5. non-English speaking background (recent migrant or refugee on a low income).

Please note that satisfaction of one or more of the eligibility criteria does not guarantee the offer of a Postgraduate Commonwealth supported equity place.

## Checklist for applicants

Category	Eligibility category	Documentary evidence
1	Low socio-economic status	Certified copy of your current Centrelink Health Care Card or Centrelink Pensioner Concession Card that is not less than three months old, or  Proof of income for the financial year 2010–11 Tax Assessment notice issued by the Australian Taxation Office (your income must be below the Centrelink low income test in the financial year 2010–11).
2	Aboriginal and Torres Strait Islander	Applicants under this category will be contacted by the Ngarara Willim Centre.
3	Disability or long-term medical condition	Certified copy of a medical or psychological report from your health care provider.
4	Women applying to study in non-traditional areas	No evidence is required.
5	Non-English speaking background (recent migrant or refugee on a low income)	Certified copies of your migration status. Current passport including copy of visa details.  For applicants applying under the refugee category – certified copy of your refugee status papers from the Department of Immigration and Citizenship and current visa.  All applicants – certified copy of your Australian Taxation Office Tax Assessment Notice 2010–11 (proof of income below the Centrelink low income test in the financial year 2010–11).

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## SECTION 3: How to apply

Complete the *Postgraduate Commonwealth supported equity place application* form, attach required certified copies of documentary evidence and lodge the application as indicated below.

Allocation of Postgraduate Commonwealth supported equity places can only occur after selection decisions are made for your program application. To be considered for the Postgraduate Commonwealth supported equity place you **must** have been offered a full-fee place in a postgraduate coursework program.

Applications submitted without the required certified documentary evidence will not be considered.

### Supporting documents

Please note that this application and any supplementary documentation will become the property of RMIT University and will not be returned.

### Closing dates

10 November 2011 for commencement in Semester 1 2012

31 May 2012 for commencement in Semester 2 2012

### The selection process

Admissions will send you a letter acknowledging receipt of your application for a Postgraduate Commonwealth supported equity place. Equity place applicants will be informed of the outcome of this application in writing.

### How to lodge your application

Submit the completed application form at one of the following addresses:

#### Post to:

Admissions  
Locked Bag 10,  
A'Beckett Street Post Office  
MELBOURNE VIC 8006

#### or in person:

Applicant drop box  
Info Corner  
Building 22, City campus  
330 Swanston Street (corner La Trobe Street), Melbourne  
Telephone: +61 3 9925 2260  
Email: [study@rmit.edu.au](mailto:study@rmit.edu.au) (enquiries only)  
[www.rmit.edu.au](http://www.rmit.edu.au)

Post to: Admissions, Locked Bag 10, A'Beckett Street Post Office  
MELBOURNE VIC 8006  
Telephone: +61 3 9925 2260  
Email: [study@rmit.edu.au](mailto:study@rmit.edu.au) (enquiries only)  
[www.rmit.edu.au](http://www.rmit.edu.au)

**Postgraduate coursework programs only**

## SECTION A: Personal information

I have been offered a full-fee place in a postgraduate coursework program.

Title  Date of birth (dd/mm/yy)  Family name/surname

Gender  Male  Female

Given name/s

Preferred name/s (if different from above)

Previous name/s (if any)

### Your citizenship (please select one of the following)

- Australian citizen  Permanent Humanitarian Visa holder
- Permanent Resident of Australia—you hold a Permanent Residency Visa  
Granted by the Department of Immigration and Citizenship  
Date PR granted (refer to your visa, e.g. 20/11/08)  Special Category Visa holder (sub-class 444, New Zealand citizen)

## SECTION B: Address and contact information

### Postal address

Address

City/Suburb  State

Country  Postcode

### Contact information (at least one contact telephone number is required to process your application)

Email

Mobile telephone  Private telephone

**Office use only**  
Date received:

## SECTION C: Program information

You must have been offered a full-fee place in a postgraduate coursework program (excluding Graduate entry teaching (GET) programs).

### Program level

Graduate certificate     Graduate diploma     Master by coursework     Doctorate by coursework

RMIT program code	RMIT program plan	RMIT program name	Study load (full-time/part-time)

**Online reference no (if known)** \_\_\_\_\_

If you have already submitted an online application and have received an application acknowledgement letter from Admissions at RMIT University, please quote your number.

**RMIT student no (if known)** \_\_\_\_\_

If you are a former or current RMIT University student, please quote your student number.

## SECTION D: Employment status

Employed (full-time)     Employed (part-time)     Unemployed     Other (e.g. voluntary work)

Have you been absent from the workforce for two or more years and want to retrain?

**Note:** All applicants must attach a current resume.

## SECTION E: Eligibility category

Please ensure you submit all documentary evidence as outlined in Section 2 of the information sheet. Applications submitted without the required certified documentary evidence will not be considered.

Please place a tick in the box next to the category/s for which you are applying. **Note:** you can apply for multiple categories.

If you need more space for any additional details, please attach an A4 sheet ensuring your full name, student number (if known) and eligibility category number are listed clearly on each sheet.

### Category 1: Low socio-economic status

1. Do you have a current Centrelink Health Care Card or Centrelink Pensioner Concession Card?  Yes  No
2. If you do not have Centrelink Health Care or Pensioner Concession Card, was your income below the Centrelink low income test in the financial year 2010–11?  Yes  No

### Category 2: Aboriginal and Torres Strait Islander

1. Please provide the name of the indigenous community to which you belong.
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### Category 3: Disability or long-term medical condition

1. Do you have a disability or long-term medical condition, which has affected your studies?  Yes  No
  2. Please indicate the type of disability: physical, learning, chronic medical, intellectual, mental health or sensory.
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### Category 4: Women applying to study in non-traditional areas

1. Please indicate the area of study:  Computer Science and Information Technology     Engineering  
 Mathematical and Geospatial Sciences

**Category 5: Non-English speaking background (recent migrant or refugee on a low income)**

1. Please indicate your year of arrival in Australia

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**SECTION F: Education**

In what year did you complete your last formal qualification?

Name of qualification

Name of institution

Are you 25 years or older and seeking to upgrade your qualifications?  Yes  No

Please provide documentary evidence i.e. certified copies of academic results.

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**SECTION G: Applicant statement**

Please provide any other information and attach any additional relevant supporting documentation to further support your Postgraduate Commonwealth supported equity place application. If you need more space, please attach an A4 sheet, ensuring your full name and RMIT student number (if known) are listed clearly on each sheet.

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**SECTION H: Applicant declaration**

**Privacy statement**

RMIT University is providing you with this statement because RMIT University and the Department of Education, Employment and Workplace Relations (DEEWR) are seeking personal information about you in this application form.

RMIT University needs this information so it can:

- fully and properly assess your application for study and administer any subsequent enrolment in accordance with its policies and procedures
- collect and report enrolment details to State and Federal Government agencies that include the Department of Education, Employment and Workplace Relations; the Department of Immigration and Citizenship; Skills Victoria; Centrelink; and the Australian Taxation Office.

RMIT may also:

- access student data for conducting duly authorised research. In such instances the identity of individuals will not be disclosed in any resulting report or publication unless specifically authorised by the individual concerned.
- release data to authorised external agencies to conduct mailouts and debt collection activities. These organisations are required to provide the same privacy safeguards as RMIT.

DEEWR needs this information for:

- the purpose of assessing your entitlement to Commonwealth assistance under the Higher Education Support Act 2003 and allocation of a Commonwealth Higher Education Student Support Number (CHESSN) to you.

RMIT will disclose this information to DEEWR for the above purposes. DEEWR will store the information securely in the Higher Education Information Management System and may disclose the information to the Australian Taxation Office (ATO).

Neither RMIT nor DEEWR will otherwise disclose the information without consent, unless required or authorised by law.

The full text of RMIT University's privacy statement is available at [www.rmit.edu.au/privacy](http://www.rmit.edu.au/privacy)

**Applicant certification**

Please read and sign the following applicant certification. This application is not valid unless signed and dated.

If you are signing this application on behalf of the applicant, a certified copy of your authority to act on their behalf must be attached.

I agree that:

- I have read and understood the above statement and accept its conditions
- I will be bound by the statutes, regulations, standards of conduct and policies of the University as amended from time to time
- I consent to receiving information electronically from the University.

I acknowledge that:

- the information supplied regarding my application is correct and complete
- the submission of incorrect or incomplete information may result in the withdrawal of any offer and/or cancellation of enrolment at any stage
- it is my responsibility to provide all relevant and required documentary evidence of my qualifications.

I authorise RMIT University to:

- obtain further information with respect to my application from other organisations
- provide information to government, educational, health and other relevant institutions in the processing of, or in conjunction with, my application.

Signature

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Date

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