



Cross-institutional Study Application Form – Summer (Non Monash University student)

Cross-Institutional Study

If you are currently enrolled in a degree program at another recognized tertiary institution, you may apply to study single units on a Cross-institutional basis. Applicants must complete Section C, which requires a supporting letter of approval from their home institution. Applicant must attach RM100 application fee payable to Monash University, Sunway campus.

You will not be enrolled in a Monash University degree program and not receive an award at the completion of study. You will receive a statement of your final results.

Pre-requisites

Where specified in unit outlines, you must provide evidence of meeting pre-requisites as indicated on Section D of this application form.

Units available

You can select from a wide range of units. Specific unit outlines are in the Monash University handbook or can be accessed through the internet on <http://www.monash.edu.au/pubs/handbooks>

Enrolment and Fees

Enrolment is determined on a semester-to-semester basis and no guarantee of subsequent enrolment can be made. You will be advised of the outcome of your application and fee details by letter.

Lodgement of applications

Applications should be submitted to:

Finance Department
Monash University, Sunway campus
Building 2 Level 1
Jalan Lagoon Selatan
Bandar Sunway 46150
Selangor Darul Ehsan

Privacy statement

The information on this form is collected for the purpose of assessing your application for Single unit or Cross-institutional Study. If you do not complete all questions on this form, it may not be possible for the application to be assessed by the enrolling faculty. Personal information may also be disclosed to the relevant institutions for verification of your previous studies. You have a right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information, please contact the University Privacy Officer: privacyofficer@adm.monash.edu.au

Please attach the following together with your application:

- RM100 application fee
- Photocopy of IC – Malaysian students
- Photocopy of Passport – Non-Malaysian students
- Certified proof of having met prerequisites (where applicable)

For cross institutional study applicants only:

- Approval letter from home institution

<p>RECEIVED</p> <p>Please retain this copy as proof that the School has received your application</p> <p>Student Name:</p> <p>Student ID:</p>



Cross-institutional Study Application Form (Summer)

FOR FINANCE USE ONLY	FOR ADMISSIONS & RECORD USE ONLY
Stamp paid:	Monash ID: Application No:

Section A Personal Details

Have you ever applied to, or enrolled in, Monash University before? Yes No

If yes, please state Monash Student ID Number

Family Name/surname _____

Given Names _____

Date of Birth
Day Month Year

Race* Malay Chinese Indian Other Specify _____

Religion* Islam Buddhism Christianity Hinduism Others _____

Postal Address
Number/Street _____

Town/City _____

State _____ Postcode

Telephone (Home) _____ (Mobile) _____

Email _____

Are you an International student? (please tick) Yes No

Will this unit(s) be counted towards an existing degree? (please tick) Yes No

* Note: Item marked with an asterisk are information required by the Ministry of Education Malaysia

Section B Home institution approval (Cross-institutional study applicants only)

Students studying cross-institutional units are required to provide a letter of approval from their home institution, which covers the following details of their study

- Course Name
- Institution Name
- Fee Category (local full-fee or international)
- Name, title & signature of approving officer

Have you attached a letter of approval From your home institution? (Please tick) Yes – Please proceed to Section D No – This letter must be supplied

Section C Monash University Unit Details

Please list below the units you wish to apply for (see Handbook or visit www.monash.edu.au/pubs/handbooks for details)

Unit Code	Unit Title	Campus	Sem/Year	Approved?	
				Yes	No
			Summer 2009		
			Summer 2009		

Section D Prerequisite Requirements

Where prerequisite requirements exist for the unit(s) you wish to study, you must attach certified proof of having met these requirements (e.g. official transcript of results)

Have you attached certified proof of having met

Yes

any existing prerequisites? (please tick)

No – There are no prerequisite requirements

Section E Applicant's Declaration

I declare that the information supplied on this form and the information given in support of my application is correct and complete. I acknowledge that the provision of incorrect information or the withholding of relevant information relating to my application and/or academic transcript may result in the withdrawal of an offer of a place. I authorize the University to obtain official student records from any educational institution necessary to make an informed decision about the application or matters that concern the student's enrolment.

Signed _____ Date _____

FOR SCHOOL OFFICE USE ONLY

Approved

Rejected

Comments:

Authorised Staff _____

Date _____

FOR PROSPECTIVE STUDENTS OFFICE USE ONLY

Offer/Reject letter sent date