

Research Enrolment

Enrolment not possible until any outstanding debt is paid

Family Name: _____

MQ ID: _____

Course: _____

PHD ☐ MPHIL ☐ MRES Year 2 ☐

MRES Yr 1 ☐ BPHIL ☐

(please tick relevant box)

Personal Information

2021

Check the following details carefully. For corrections, cross out the word and PRINT the correction clearly in pen.

1. Family Name **Given Names** **Title** **Date of Birth**

2. Contact address during term. Mailing address for all correspondence.

3. Permanent home residence address. This must not be a PO Box address.

N.B. International students must provide overseas permanent address.

4. Business Details. If you are currently employed on a continuing basis.

Employer's Name: _____

Mailing Address: _____

State: _____ Postcode: _____

5. Other Contact details – Telephone (essential)

Home Ph: _____

Work Ph: _____

Mobile Ph: _____

6. Next of Kin or person to contact in an emergency

Name: _____

Home Ph: _____

Mobile: _____ Work Ph: _____

Address: _____

State: _____ Postcode: _____

Relation to self: *Tick one*

☐ Parent ☐ Spouse

☐ Partner ☐ Sibling

☐ Son/Daughter ☐ Other

☐ Other _____

Course Information

Course/Degree Code: _____

Course/Degree Name: _____

Faculty: _____

Enrol by Date: _____

NB: BPhil/MRes Yr1 and MRes Yr 2 have set start dates for Session 1 and Session 2

☐ Full time ☐ Part time

☐ Onsite ☐ Off-site: _____

Location

7. Attendance Mode

Internal

8. Field of Education (Discipline)

9. Liability Category

- ☐ Domestic RTP
☐ Commonwealth Supported Place
☐ International Fee Paying

10. Completion of Program (course) requirements.

When do you expect to finish this program? Year__ ☐ 1st Half Year ☐ 2nd Half Year

If you expect to complete requirements for the postgraduate program for which you are enrolled this year, you must complete the information below: If you do not complete this question no check will be made of your record to determine whether you will qualify for an award this year.

Name of Degree/Diploma/Certificate to be awarded: _____

Name of major area of study in which you will have specialised: _____

11. Information required of students enrolling in one or more distance education units. To encourage contact between distance education students, and formation of study groups, the Centre for Open Education will circulate the names, addresses and telephone numbers of distance education students to other students in the same units. Indicate by ticking one box below.

- ☐ **Yes**, I agree ☐ **No**, I do not agree to my name and address appearing on these lists.

Statistical Information

MQ ID:

Surname:

12. Citizenship and residence status

- ☐ [Code 1] Australian citizen (including Australian citizens with dual citizenship)
- ☐ [Code 2] New Zealand citizen or a diplomatic or consular representative of New Zealand, a member of the staff of such a representative or the spouse or dependent relative of such a representative, excluding those with Australian citizenship. (Note: Includes any such persons who have Permanent Residency status in Australia.)
- ☐ [Code 8] Students with Permanent Humanitarian Visa
- ☐ [Code 3] Students with permanent visa other than Permanent Humanitarian visa
- ☐ [Code 4] Student has a temporary entry permit or is a diplomat or a dependent of a diplomat (except New Zealand) and resides in Australia during 2021
- ☐ [Code 5] Status other than one of the above and the student is residing outside Australia during 2021

13. Residing in Australia during the study period? ☐ Yes ☐ No

14. Residing outside Australia due to a course requirement? ☐ Yes ☐ No

15. If you were not born in Australia, in what year did you first arrive in Australia? ____

If your course is held outside Australia, write N/A

16. What is your country of citizenship? _____ In what country were you born? _____

17. Do you speak a language other than English at your permanent home residence?

☐ Yes ☐ No, English only

If yes, what is the name of the non-English language that is spoken most often? _____

18. Are you of Australian Aboriginal or Torres Strait Islanders origin?

☐ No ☐ Yes; Australian Aboriginal ☐ Yes; Torres Strait Islander ☐ Yes; Australian Aboriginal & Torres Strait Islander

19. This question applies only to the educational attainment prior to commencing this course which you are now enrolling.

Prior to commencing this course, what was your highest level of educational attainment and the year of attainment? (Tick ONE only)

Educational Level	Tick One	Year of Attainment
A completed Higher education postgraduate level course	<input type="checkbox"/>	_____
A completed Higher education bachelor level course	<input type="checkbox"/>	_____
A completed Higher education sub-degree level course	<input type="checkbox"/>	_____
An incomplete Higher education course	<input type="checkbox"/>	N/A
A completed TAFE award course	<input type="checkbox"/>	_____
A completed final year of secondary education course at school or TAFE	<input type="checkbox"/>	_____
A completed other qualification or certificate of attainment or competence	<input type="checkbox"/>	_____
No prior educational attainment	<input type="checkbox"/>	N/A

20. Disability, impairment or long-term medical condition

This information is collected as a requirement of the Department of Education, Skills and Employment and is used for statistical purposes.

Indicate any area(s) of impairment.

☐ Hearing ☐ Vision ☐ Learning ☐ Medical ☐ Mobility ☐ Other

If you require support services based on your disability or health condition, please contact [Campus Wellbeing](#) prior to the commencement of your studies.

Phone: 02 9850 7497 or Email: wellbeing@mq.edu.au

Declaration

MQ ID:

Surname:

Please read the statements below carefully.

On completion of admission at Macquarie University, you are bound by the following Terms and Conditions. All students must comply with the requirements set out in these Terms and Conditions for the duration of their studies at Macquarie University:

You must:

1. conduct yourself in an honest, ethical and professional manner consistent with the values of the University's Ethics Framework;
2. inform yourself and act in accordance with the by-laws and rules, policies and codes of conduct (including the Student Code of Conduct) of Macquarie University. The Codes of Conduct are binding on all students. The Codes of Conduct define misconduct at the University. Misconduct may give rise to disciplinary proceedings;
3. pay fees according to the fees rules and applicable policies; and
4. keep your contact and next-of-kin details up to date.

You acknowledge and agree:

1. that you have read and understood Macquarie University's privacy framework and that Macquarie University may collect, use and disclose your personal information in accordance with the applicable privacy collection notices that form part of the privacy framework;
2. that Macquarie University may use electronic communication methods to deliver information relevant to your studies, personal safety, and otherwise;
3. to access all information and to read your University-assigned email address at least once a week;
4. for the purpose of the SPAM Act 2003 (Cth) and any corresponding regulations, to the sending and receiving of electronic messages;
5. that Macquarie University can publish information on any awards and prizes you have been awarded and, where appropriate, the results for your honours program of study;
6. you are responsible for informing yourself of and complying with the requirements for your program of study;
7. that if you enrol in units which are contrary to academic advice you are responsible for the consequences resulting from enrolment in those units including any fees and penalties for late enrolments and/or changing units that you are liable for should you incur them;
8. that you have read and understood the Campus Card and Your Privacy statement; and the Transport for NSW Travel Concession and Your Privacy statement;
9. that Macquarie University reserves the right to amend tuition and/or other fees, due to changes imposed under Australian Commonwealth or State legislation or regulation;
10. that Macquarie University may at any time vary these Terms and Conditions.
11. Macquarie University may disclose your personal information and information about your enrolment to Australian Government and State Government Agencies, where this is required or authorised by Australian law or NSW law. This may include Services Australia (if you are claiming or receiving a payment from Services Australia), the Australian Taxation Office, Transport for NSW (in connection with travel concessions offered to you), the Department of Education, Skills and Employment, the Department of Immigration and Border Protection (DIBP) (in administering the ESOS legislation relating to your visa or travel status), for example. Personal Information disclosed to Services Australia and other Australian Government agencies is protected by law, including the Privacy Act 1988 (Privacy Act 1988)
12. You are still required to notify Services Australia of any change that may affect any government payment you receive

Signature: _____

Date: _____