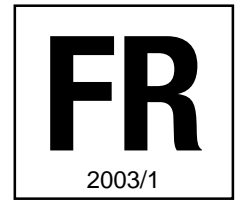




Queensland University of Technology



## GUIDELINES FOR COMPLETING THE INTERNATIONAL RESEARCH APPLICATION

Please complete the FR Form only if you are applying for entry to one of the following courses at QUT. If you are not applying for one of the listed courses, you should use an F Form.

IF49 Doctor of Philosophy (PhD)

### Professional Doctorate

ED11 Doctor of Education

HH90 Doctor of Social Science

HL90 Doctor of Health Science

LW50 Doctor of Juridical Science

### Masters by Research

BN71 Master of Applied Science (Research)

BN72 Master of Engineering

BS92 Master of Business (Research)

KK51 Master of Arts (Research) (Creative Industries)

ED12 Master of Education (Research)

HL84 Master of Applied Science (Research)

IT60 Master of Information Technology (Research)

LW52 Master of Laws (Research)

JS52 Master of Arts (Justice Studies) by Research and Thesis

HH40 Master of Arts (Research)

SC80 Master of Applied Science (Research)

**Please refer to the enclosed courses booklet for course fees.**

### Instructions for completing section 2 – Preferred courses of study

Higher Degree Research (HDR) students are permitted to commence their course of study at anytime of the year and are not restricted to Semester 1 and 2 entry points. Please indicate your proposed year of entry and proposed month of entry on the FR Form.

#### External enrolment

If you would like to undertake the course either part-time (external) or full-time (external), please complete the External Applicant Addendum and the Memorandum of Understanding between external associate supervisor of PhD candidate and supervisor QUT Faculty. These forms are available from the following web site: [www.qut.edu.au/draa/or/phd.html](http://www.qut.edu.au/draa/or/phd.html) (under PhD Entry for International Students and Stage 2 Forms).

Provisional PhD enrolment will become effective when the student pays the first semester's tuition and guild fee and returns the completed enrolment form to QUT.

If students are travelling to Australia to study for less than three months at QUT, then it is possible to obtain a Visitors Visa. If the on-shore period of study is intended to be greater than three months, student must arrive in Australia on a Student Visa. To obtain a Student Visa, a Confirmation of Enrolment form will be issued to candidates for the length of their proposed stay at QUT, as long as fee payments have been made and all course requirements have been met. If you travel to Australia on a student visa you will be required to take out Overseas Student Health Cover (OSHC). Full details of OSHC at the following web site: [www.health.gov.au/privatehealth/consumers/oshc.htm](http://www.health.gov.au/privatehealth/consumers/oshc.htm)

Where a student attends QUT in Brisbane for longer than 12 weeks per year, the student will be required to pay the appropriate semester full tuition fee before arrival at QUT. The cost of any communication or other expenses incurred offshore must be borne by the student.

Applicants applying for the PhD program should also refer to the Doctor of Philosophy Regulations available from the following web site: [www.qut.edu.au/draa/or/phd.html](http://www.qut.edu.au/draa/or/phd.html)

### Instructions for completing section 4 – Research experience

Please prepare your Curriculum Vitae using the following headings:

#### Publications

Authorship:

Type of publication:

Referred publication:

Title:

Journal and page numbers:

Publisher and ISBN No.:

#### For each publication, list the following information:

Sole/first named/other joint author

Book/book chapter/journal article or paper/conference abstract/oral paper at conference/art exhibition

Yes/No

(if relevant)

For books

|                            |  |
|----------------------------|--|
| <b>Employer details</b>    | <b>Only include employment relating to your research career. List your current and previous employment and give the following information for each position:</b> |
| Employer:                  | Name of employer   |
| Industry:                  | Industry in which employer involved  |
| Date started and finished: | Please indicate full-time/part-time  |
| Position:                  | Title of position held   |
| Duties:                    | Brief outline of duties (up to 50 words)   |
| Relevance to research:     | Please comment on the relevance of this experience to your proposed research (up to 100 words)   |

### **Instructions for completing section 8 – Scholarship applicants**

If you have been awarded a scholarship for studies at QUT, please attach official documentation from your funding organisation. The documentation must state the course of study at QUT, the duration of the scholarship, the value of the scholarship and what is paid by the scholarship, eg tuition fees, student guild fees, Overseas Student Health Cover (OSHC). Please note that QUT can only accept payment for fees and associated course costs and cannot accept payment for living or personal expenses.

### **IPRS applicants**

Please refer to the IPRS Applicant Information available in the Scholarships section of our web site: [www.international.qut.edu.au](http://www.international.qut.edu.au)

If you meet the eligibility criteria, please complete the IPRS Applicants section of the FR form and provide the details of **two** academic referees who are familiar with your current research or research potential. Please request your referees to complete the academic referee reports enclosed or provided on our web site.

### **Checklist**

Please tick each box to indicate that each item has been completed or enclosed where appropriate. I have:

- Read the sections of the course fees booklet relating to admission procedures, entry requirements, fees and refund policy
- Attached the A\$55 (\$50 + 10% GST) non-refundable application fee
- Completed all sections of this application form (where applicable)
- Attached certified/notarised documentary evidence of all academic studies undertaken (including studies not completed)
- Attached certified/notarised documentary evidence of English language qualifications (where applicable)
- Attached proposed research proposal
- Attached applicable copies of abstracts
- Attached original documentation from sponsor organisation
- Attached completed MOU and application addendum (external applicants only)
- Made two copies of the IPRS referee reports and forwarded them on to the referees (IPRS applicants only)
- Ensured the academic referees' reports are returned to the Office of International Students by 30 September of the year preceding your proposed year of entry.