

SECTION 1 – CONFIRMATION OF INTENT

By submitting this application I confirm that (please tick if you agree):

☐ I am financially able to go on exchange

☐ I am committed to going on exchange

SECTION 2 – STUDENT DETAILS

Student family name: _____ La Trobe ID No: _____

Given name: _____ Gender: _____

Date of birth: _____ Country of birth: _____

Citizenship country: _____ International student ☐ Yes ☐ No

Have you had any prior convictions that you are aware of which may hinder your chances of securing a visa?

☐ Yes ☐ No

If yes, please discuss it with the Global Lounge prior to proceeding with your application.

SECTION 3 – SCHOLARSHIP APPLICATION

Please refer to our website for detailed information about the eligibility criteria and application requirements for these scholarships: www.latrobe.edu.au/students/exchange/fees. Eligible students may apply for both scholarships, however can only be awarded one.

I wish to apply for a Strategic Mobility Scholarship (SMS) (please tick) ☐ Yes ☐ No

This scholarship is available to students applying for priority institutions (see website above for full list) with at least an overall grade average of 70%.

My nominated priority institution is: _____

I wish to apply for an Academic Mobility Scholarship (AMS) (please tick) ☐ Yes ☐ No

This scholarship is available to students who have achieved at least an overall grade average of 85%. Selection is open for all partner institutions.

If unsuccessful for an SMS or AMS, I still wish to be considered for an exchange placement: ☐ Yes ☐ No

If yes, please complete your institution preferences below.

You may list other institution preferences in Section 4 however, if you receive a Strategic Mobility Scholarship (SMS) you will be placed at your nominated priority institution.

NOTE: If you still wish to be considered for the institution that you listed as your SMS preference, please add this into your preference list below for consideration.

SECTION 4 – APPLICATION PREFERENCES – STANDARD EXCHANGE

1. Please only list institutions that you are prepared to go to.
2. It is recommended that students list at least 3 institutions to increase their chances of being accepted into the Exchange Program
3. Please speak to the relevant region's coordinator in the Global Lounge to discuss partner institutions
4. Will you be required to study in a language other than English at the host institution? If so, please note below.

Host institutions in order of preference

Language Requirement

1. _____ ☐ Yes ☐ No

2. _____ ☐ Yes ☐ No

3. _____ ☐ Yes ☐ No

Students interested in applying for the ISEP Exchange Program, please speak to the Global Lounge for more information about how to list this on your application. For students applying for the ISEP Exchange program, this is considered one (1) preference and for this preference students need to list at least three (3) "ISEP Exchange" (not "ISEP Direct") institutions.

SECTION 5 – DURATION OF EXCHANGE

 I wish to study overseas for: ☐ one semester ☐ two semesters

Semester commencing (please tick one):

☐ La Trobe University Semester 1 ☐ La Trobe University Semester 2

It is recommended that students applying for two (2) semesters of exchange discuss this possibility with La Trobe Abroad in relation to institution preferences prior to submitting an application.

Year commencing: _____

SECTION 6 – LANGUAGE REQUIREMENTS

If any of your preference institutions listed have language requirements please complete this section. Note: please refer to the Exchange Partner webpage for more information: www.latrobe.edu.au/students/exchange/partners

Language/s (other than English) that you speak/or are learning

Please comment about your level of proficiency, e.g. fluent, have studied this language at La Trobe University “x” number of years etc.

SECTION 7 – CURRENT ENROLMENT

Degree enrolled in: _____

Degree code: _____

Current year in degree (Please circle year):

1

2

3

4

5

Expected year of completion:

20____

☐ Undergraduate

☐ Postgraduate

La Trobe campus: _____

Are you a recipient of the Vice Chancellor’s Scholarship Award or currently part of the Hallmark Program or the Aspire program? ☐ Yes ☐ No

If yes please specify: _____

SECTION 8 – EXCHANGE EXPERIENCE

 Have you previously been on an Exchange program with La Trobe University? ☐ Yes ☐ No

If yes, what type of program was this?

☐ Semester/s Exchange ☐ Short term program ☐ Internship/Clinical Placement

Which semester and year was this?

Which institution did you go to/name of program?

SECTION 9 – ADDRESS FOR CORRESPONDENCE IN AUSTRALIA

Number and street: _____

Suburb: _____ Postcode: _____

Phone (home): _____ Phone (mobile): _____

La Trobe University email: _____

Alternative email: _____

SECTION 10 – EMERGENCY CONTACT (IN AUSTRALIA)

Name: _____

Relationship to applicant: _____ Phone (home): _____

Phone (work): _____ Phone (mobile): _____

SECTION 11 – ESTIMATED COSTS AND FINANCIAL SUPPORT

The following table is designed to assist you in researching the costs associated with the Exchange Program. Students may be required to show evidence of financial capabilities in order to be granted a student visa for some countries.

Please note: Exchange students will continue to pay tuition fees as per their normal arrangements (i.e. pay upfront or defer onto HECS etc) while on exchange.

| Available Funds | AU\$ | Estimated Expenses | AU\$ |
|-----------------------------------|------|--------------------------------------|------|
| Personal savings to date | | Airfare | |
| Expected savings now to departure | | Visa/ passport | |
| Parental/family support | | Travel/ health insurance | |
| Centrelink | | Accommodation | |
| OS Help Loan | | Living costs (meals, transport etc.) | |
| Grant/ Scholarship | | Books/ stationery | |
| Other – please specify | | Other – please specify | |
| Total Funds Available | | Total Estimated Expenses | |

SECTION 12 – SUPPORT FOR STUDENTS WITH A DISABILITY, MEDICAL CONDITION OR MENTAL HEALTH ILLNESS

Do you have a disability, medical condition and/or mental health illness that may impact on your studies? ☐ Yes ☐ No

Are you currently registered for disability support services through Equity and Diversity? ☐ Yes ☐ No

Please specify your support needs below (*We encourage you to discuss this with La Trobe Abroad to ensure the host universities on your preference list are able to meet the necessary needs*)

Would you give us permission to liaise with your Disability Advisor regarding possible support requirements?

☐ Yes ☐ No If NO, can you provide us with a document that outlines your support needs?

Would you give us permission to disclose information about your disability, medical condition and/or mental health illness to the relevant partner universities if necessary?

☐ Yes, I am happy to disclose ☐ No, I am not happy to disclose

If NO, please be aware this may impact your success and ability to get support, however please contact us if you have needs while on exchange.

SECTION 13 – SUPPORTING DOCUMENTS

-
- ☐ Copy of Passport ID page **or** University ID card
-
- ☐ One academic reference form (from a La Trobe Academic) that includes their contact details
-
- Autobiographical essay between 500 to 700 words. Consider including the following:
- ☐
 - Reasons for wishing to study on exchange and reasons for choosing the institution/s you nominated
 - How you think you will benefit from the exchange program, both personally and academically
 - Why you will be an outstanding ambassador for both La Trobe University and for Australia.
-
- ☐ Official LTU Academic transcript
 (Please note: unofficial transcripts are accepted as an interim measure until official transcripts from current semesters are released. Request an official LTU transcript at:
www.latrobe.edu.au/students/exams/results/transcripts)
-
- ☐ Language requirement – if your program has a language requirement please submit evidence of your current language level (e.g. a letter of competency from your academic).
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SECTION 14 – TO APPLY

- Make two copies of your application (one for your files and one to submit)
- Incomplete and late applications will not be accepted
- Submit your completed application to:

La Trobe Abroad Advisor

Global Lounge

Upper East Side of the Agora, Melbourne (Bundoora) Campus
(Behind Café Veloci, next to International Student Association office)
 Open: Monday through Thursday between 11.00am – 3.00pm*

OR Bendigo Campus

La Trobe International Reception

Education Building, Room 2.14
 Open: Monday through Friday
 10.00am – 12.30pm and 1.30pm – 4.00pm*

*These are standard office hours and may be subject to change.

SECTION 15 – DECLARATION AND AGREEMENT (PLEASE READ CAREFULLY)

- ☐ I understand that acceptance into the La Trobe Exchange program is subject to the acceptance of my application by the proposed host institution
- ☐ I understand that I am required to study full time for the term of my exchange and that I will maintain a full time enrolment at La Trobe for the term of my exchange
- ☐ I understand that if I withdraw from the exchange program without authorisation of La Trobe Abroad, I will be liable to repay all or part of any grant paid to me, as determined by La Trobe Abroad.
- ☐ I understand and agree that I must provide a written report to La Trobe Abroad (La Trobe International) upon the completion of my exchange program, and that this report may be published on the University website and/or be forwarded to future prospective exchange students
- ☐ I understand and agree to attend two compulsory sessions prior to my departure relating to my exchange program
- ☐ I understand that if I vary my enrolment I must seek approval for these changes. If I do not get approval I understand I may not receive credit for my studies overseas
- ☐ I understand that it is my responsibility to maintain a valid full time enrolment at LTU for the exchange semester and to ensure a proxy is arranged if necessary
- ☐ I understand that La Trobe Abroad will withdraw my application should I fail to fulfil the conditions outlined
- ☐ I certify that the information I have provided in this application is accurate and true in every detail

Student signature:

Date:

Estimated timeframe to receive nomination for a specific Host University: Please note: timeframes can vary considerably depending on where students are applying. A general estimation is around eight (8) weeks after the deadline. Notification will be sent via email. We appreciate your patience as we process your application.