

VIRTUAL STUDY ABROAD APPLICATION FORM



1. Personal Details

Student Number: _____ Preferred Title (Mr / Mrs / Ms etc): _____
Surname (as per Passport): _____
Given Name/s: _____ Date of Birth (dd/mm/yy): ____ / ____ / ____
Gender (Male/Female/Other): _____ Are you an International Student? Yes ☐ No ☐
Nationality: _____ Country where Passport Issued: _____
Passport Number: _____
USQ Email: _____ Personal Email: _____

Address Information

Address in Home Country

Mailing Address ☐ Same as home address

Number and Street: _____ Number and Street: _____
City: _____ City: _____
State: _____ State: _____
Country: _____ Country: _____
Zip/Postcode _____ Zip/Postcode _____
Mobile Phone: _____
Home Phone: _____

Do you have a disability, impairment or long term medical condition which may affect your studies? Yes ☐ No ☐

If yes, please specify: _____

Emergency Contact Details

Name: _____
Mobile Phone: _____ Home Phone: _____
Relationship to Student: _____ Email: _____

2. USQ Program Information

Campus: ☐ Toowoomba ☐ Springfield ☐ Ipswich ☐ Online/External

Program Code: _____ I am studying:
Program Title: _____
Majors: _____ ☐ Full Time
Minors: _____ ☐ Part Time

3. Proposed Program

Overseas Institution and program name: _____

Country: _____

I am applying for: Semester: _____ Year: _____

Program Duration

☐ 1 Semester

☐ 2 Semesters

☐ Short Term
Less than 1 Semester

4. Proposed Study Plan

Short Term Program (*Less than 1 semester*)

				Faculty use only	
Unit code	Unit title	% of Credit	Semester	USQ Credit Points	Faculty/Dept Approval

Semester-long program (*1 or 2 semesters*)

				Faculty use only	
Unit code	Unit title	USQ equivalent	Semester	USQ Credit Points	Faculty/Dept Approval

Note: Students MUST have approval from the Faculty Course Advisor or Program Coordinator for their proposed study plan. Students MUST provide detailed unit descriptions, in English, to Course Advisors and a copy of the completed Study Abroad application form.

5. Faculty Approval *(to be filled in by your Faculty)*

Credit points earned: _____ Credit points required to complete degree: _____

Special requirements:

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Comments:

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Note: Double Degree students should seek approval from both Faculties

The Faculty of _____

☐ does ☐ does not - approve this applicant to participate in the Study Abroad Program.

Name: _____ Faculty Signature: _____ Date: _____

The Faculty of _____

☐ does ☐ does not - approve this applicant to participate in the Study Abroad Program.

Name: _____ Faculty Signature: _____ Date: _____

6. Funding Assessment

By submitting this application, you will be assessed for any available funding options to help facilitate your international study experience. If funding is approved, it will be paid directly to your host institution by USQ or may be paid directly to you for payment to the host. If you are required to pay an application fee this can be reimbursed to the individual if there is receipt of payment. To confirm that you wish to be assessed for funding eligibility you are required to sign the below declaration, declaring that you have not previously received any mobility grants or scholarships. If you have any questions surrounding this declaration, please do not hesitate to contact studyabroad@usq.edu.au

Student Name:	
Student Number:	
I hereby acknowledge the receipt of the above grants. I confirm that I have not received an Australian Government New Colombo Plan or Endeavour Grant previously. I have read and understood the above letter and will comply with the requirements as stated above. I declare that if for any reason I do not participate in the agreed overseas program, I will repay the sum to USQ within 7 days of my anticipated program start date. Once this form is signed there will be no opportunity to withdraw from the program.	
Signed:	
Date:	

7. Student Responsibilities

While participating in this program, students must:

- i. assume responsibility for their personal and academic circumstances and physical and mental capabilities which may impact upon their acceptance and completion of a program;
- ii. fully inform themselves of the political, legal, social, economic, cultural and academic characteristics of the overseas learning environment(s), and assume responsibility for them after accepting the program offer;
- iii. comply with the University's [Student Code of Conduct Policy](#),
- iv. obey the laws of the host country, and the policies and Codes of Conduct of the host university and the program;
- v. accept responsibility for their actions and decisions prior to the program commencing and for the duration of the program
- vi. Withdrawing from the overseas study program without authorisation from USQ International may result in me being required to repay all or part of any grant paid to me, as determined by USQ International.
- vii. Upon completion of my overseas study program I may be contacted by the University of Southern Queensland to provide a testimonial
- viii. 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.
- ix. I may be required to apply for a credit transfer upon completion of my overseas study program.

8. Privacy Policy

Sharing Information

All Australian Government grant recipients will be registered with the Department of Foreign Affairs and Trade (DFAT) through the ISEO student mobility system in accordance with Section 13 of the guidelines.

USQ collects your information for purpose of providing products and services selected by you through your learning journey. Not all information is personal information under the Privacy Act 2009 (Qld). To comply with legal and administrative obligations information may be disclosed to Commonwealth and State agencies.

Personal information will not be disclosed to third parties other than approved educational services agent, partner or organisation who provides sponsorship to you for your studies, without your consent unless required or permitted by a law. Where we disclose to a third party we endeavour to ensure they are bound by the same requirements as USQ with respect to personal information. Transfer of personal information outside Australia may occur.

You have the right to access your personal information and if you wish to inquire about the handling or seek access to your personal information you can contact the USQ Privacy Officer (privacy@usq.edu.au).

Student Signature: _____ Date (dd/mm/yy): _____ / _____ / _____