

Vejledning til udfyldelse af ansøgningsskema

James Cook University, Singapore Campus – Study Abroad

Side 1	1. PERSONAL DETAILS Angiv titel og udfyld med dit navn og postadresse, telefonnummer, e-mail, fødselsdato, statsborgerskab og pasnummer. <i>Emergency Contact</i> Anfør oplysningerne på en kontaktperson i Danmark til brug ved evt. nødstilfælde. Skriv navn, telefon samt hvilken tilknytning du har til personen. <i>Parent/Legal Guardian Details</i> Udfyld kun hvis du er under 18 år. Nederst er der et spørgsmål omkring dit helbred. Afkryds om du fejler noget, som vil have indflydelse på dine studier.
Side 2	2. COURSE APPLICATION <i>Program:</i> Sæt kryds i <i>JCUS Study Abroad Program (1 Trimester) – Undergraduate</i>, hvis du skal af sted et semester på bachelorniveau. Sæt kryds i <i>JCUS Study Abroad Program (1 trimester) – Post Graduate</i> hvis du skal af sted et semester på kandidatniveau. <i>Intake:</i> Angiv, hvilken måned du ønsker at starte på JCU Singapore, samt noter hvilket år.
Side 2	3. SUBJECT PRE-APPROVALS Skriv titler og fagkoder på de fag, du ønsker at følge på JCU Singapore. Vigtigt: husk at skrive fagene i prioriteret rækkefølge, så de 4 fag du helst vil have står øverst. Overvej nøje, hvilke fag du skriver på din ansøgning, da det er svært at ændre fag efterfølgende. Skriv mindst 6 fag per trimester.
Side 2	4. ENGLISH LANGUAGE PROFICIENCY Angiv om engelsk er dit modersmål eller ej. Hvis du har taget størstedelen af din uddannelse i Danmark, kræver JCU Singapore <i>ikke</i> dokumentation for engelskkundskaber for Study Abroad-ansøgere, og du behøver derfor ikke udfylde denne sektion.

	Er dette ikke tilfældet, bør du udfylde sektionen og vedlægge dokumentation for dine engelskkundskaber. NB! Husk, at du IKKE kan bruge en <i>Institutional TOEFL</i>, da de kun er gyldige ved direkte udvekslingsaftaler mellem to institutioner.
Side 3	5. ACADEMIC BACKGROUND Angiv hvilke uddannelsesforløb du har afsluttet eller er i gang med (dvs. også din studentereksamen). I første kolonne skriver du navnet på din uddannelse (f.eks. 'Bachelor/Political Science' eller 'Master/Information Science'). I anden kolonne skriver du navnet på din uddannelsesinstitution. I tredje kolonne angiver hvilket land du studerer i. I fjerde kolonne skriver du starttidspunkt og sluttidspunkt og i femte kolonne om du har afsluttet uddannelsen (<i>yes</i>) eller ej (<i>no</i>).
Side 3	6. ADDITIONAL INFORMATION Angiv hvordan du først hørte om James Cook University, Singapore Campus.
Side 3	7. NON-REFUNDABLE APPLICATION FEE Internationale studerende ved JCU Singapore skal betale et ansøgningsgebyr på S\$250. Sæt kryds i "For International Payment". Du får mere information om at betale gebyret senere.
Side 4	8. IMPORTANT INFORMATION FOR APPLICANTS Læs informationerne igennem.
Side 4	9. DECLARATION BY APPLICANT Underskrift og dato på at informationen i ansøgningen er korrekt.
Side 5	10. DECLARATION BY PARENT Udfyldes kun hvis du er under 18 år.
Side 5	11. DECLARATION BY AGENT Skriv under hvor der står "Signature of applicant". Resten udfyldes af EDU.

Side 5	<i>12. CHECKLIST</i> Tjek at du har udfyldt alle punkterne og vedlagt den rette dokumentation.
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Ved spørgsmål kan du kontakte os på vejledning@edu-danmark.dk

1 Personal Details

Title ☐ Dr ☐ Mr ☐ Mrs ☐ Ms ☐ Miss Gender ☐ Male ☐ Female ☐ Other

Family Name

Given Name

Home Country Address

Affix
Photo
Here

Home Country Telephone

Country
code

Area
code

Number

Mobile

Number

Date of Birth

Day

Month

Year

Email

Citizenship

Passport/NRIC No.

Do you have any physical, psychological, emotional or medical condition which may affect your studies? ☐ Yes ☐ No

*Please attach supporting documents. Disclosing this information will further assist the Singapore campus of James Cook University to provide necessary support services to you and will not affect your admission outcome

Emergency Contact

Name

Telephone

Country
code

Area
code

Number

Relationship

Other Information (required if applicant is under 18 years old)

Parent Details

Full Name

Passport/NRIC No.

Mobile

Number

Email

Legal Guardian Details (required if appointed by parent above)

Full Name

Passport/NRIC No.

Mobile

Number

Email

*delete as appropriate by striking through

2 Course Application

Course applied for (please tick accordingly)

Program

☐ JCUS Study Abroad Program (1 Trimester) – Undergraduate ☐ JCUS Study Abroad Program (2 Trimesters) – Undergraduate ☐ JCUS Study Abroad Program (1 Trimester) – Postgraduate

Inter-campus Exchange Program

☐ Undergraduate 1 Term ☐ Undergraduate 2 Terms ☐ Postgraduate 1 Term

Student Exchange

☐ Undergraduate 1 Term ☐ Undergraduate 2 Terms ☐ Postgraduate 1 Term

Trimester Intake

☐ January* ☐ May ☐ September Year

*For 2024 it will be February

3 Subject Pre-Approvals

Please list 6 subjects (1 trimester) or 12 subjects (2 trimesters) and the corresponding subject code that you would like to enrol in at James Cook University, in order of preference. Available subjects are published on our website at <http://jcu.sg/studyabroad>

Note: Entry to subject codes 2000 - 5000 may be restricted to students who have previously completed studies in the same academic area. Please attach proof that you meet pre-requisites to subject codes 2000 - 5000 when selecting these subjects.

Subject Name	Subject Code	Approval (official use only)

4 English Language Proficiency

Is English your first language? ☐ Yes ☐ No – my first language is _____

Main language spoken at permanent home residence _____

Please fill in the following:

☐ I have undertaken studies in courses (secondary/high school/university) conducted in English.
* Please attach documentary evidence

☐ I have taken an English Language Test (e.g. TOEFL, IELTS) within the past 2 years.
* Please attach result sheet

5 Academic Background

Qualification / Award (Please insert the highest qualification first)	School / Institution / University	Country	Years Attended (mm/yyyy to mm/yyyy)	Course Completed (yes / no)

6 Additional Information

Complete this section if you are recommended by a current student, alumni or registered organisation under James Cook University's Referral Scheme (Referral Scheme application to be attached).

I am recommended by: ☐ Current Student ☐ Alumni ☐ Registered Organisation

Please provide name:

7 Non-Refundable Application Fee

Non Singaporean Students: S\$260.00 (incl. GST)

Date

Singaporean Students / Permanent Residents: S\$210.00 (incl. GST)

Date

Mode of Payment

☐ For International payment
Flywire: jcusgp.flywire.com
Convera Global Pay: <https://students.convera.com/jcusingapore#!/>

☐ Bank Draft/Cheque – I have attached a bank draft made payable to "James Cook University Pte Ltd" for

S\$

☐ Electronic Fund Transfer – I have attached a copy of my Electronic Fund Transfer receipt for

S\$

Bank account details:

Account Name: James Cook University Pte Ltd

Bank Name: DBS Bank

Bank Account No.: 032-900070-8 (Singapore Dollar account)

Bank Address: DBS Buona Vista Branch, Block 43 Holland Drive #01-53/59, Singapore 270043

SWIFT Code: DBSSSGSG

Type of Account: Current Account (only for ATM or online Transfer)

☐ For Local payment

Flywire: jcusgp.flywire.com - online payment via PayNow or Visa/Mastercard credit cards

Please arrange payment on campus at Student Hub, James Cook University, 149 Sims Drive Singapore 387380 for credit card payment.

0% instalment credit card payment is applicable to Singapore credit card holder and for selected banks only.

For more information on modes of payment, please refer to <https://www.jcu.edu.sg/courses-and-study/fees>

8 Important Information for Applicants

a. Change of Name

If you have changed your name or if any of your documents show a name which is different from this application form, then you must present certified documentary evidence of the change.

b. International Student Registration Fees

All international students registering with and receiving an offer from James Cook University are required to pay International Student Registration Fee of S\$324.00 (incl. GST). The fees cover a range of services provided to international students by James Cook University and is paid together with other fees stipulated in Student Contract.

c. Regulation of Student Pass

International students holding a Student Pass issued by the Singapore Immigration and Checkpoints Authority (ICA) are strictly forbidden to engage in any form of employment during the validity of their student pass.

d. Fee Protection Scheme (FPS)

James Cook University is EduTrust Certified. The EduTrust certification scheme which is administered by the Committee for Private Education (CPE), a part of SkillsFuture Singapore (SSG) requires all students to be covered under a Fee Protection Scheme. In James Cook University, this is provided through an insurance protection scheme. This insurance serves to protect the students' fees in the event that James Cook University is unable to continue operations. Furthermore, the FPS protects the student if the school fails to pay penalties or return fees to the student arising from judgments made against it by the Singapore courts. This scheme also provide for insurance that entitles you up to SGD\$10,000 coverage upon death or total permanent disability.

e. Intercampus Exchange Program

Intercampus Exchange Program approvals are dependent on policies and requirements which govern the approvals. It is not guaranteed or compulsory that you must go on a Intercampus Exchange Program while you study at the Singapore campus of James Cook University. The details are available at www.jcu.edu.sg > Study at JCU > Global Experience > Intercampus Exchange Program

9 Declaration by Applicant

1. I declare that I have read and understood all the information provided by James Cook University in this application and all the information I have supplied on the application form is, to the best of my knowledge, complete and correct.
2. I acknowledge that my application for enrolment is subject to acceptance by the University which has the right to impose conditions.
3. I acknowledge that James Cook University reserves the right to reverse or vary any decision regarding admission made on the basis of incomplete or false information.
4. I acknowledge that in the event my application for enrolment as a student at the University is accepted by the University, and in consideration of provision of educational resources by the University, I will be bound by the provisions of statutes, rules and policies of the University and the relevant student handbooks are in force from time to time, and will be subject to the lawful instructions of officers of the University.
5. I acknowledge as a Student of James Cook University (under the age of 18 yrs) I will inform my parent/guardian if I am seeking psychological support from the James Cook University Psychology Clinic and I authorise the James Cook University Psychology Clinic to provide my parents with information about the services I am receiving, should they request this.

Release

I understand that in connection with the raising of awareness and general publicity of James Cook University or JCU Australia and its courses, images (including voice recordings, likeness, photographs and video recordings) of students of the University may be displayed or printed for educational and promotional purposes in an appropriate and lawful manner, and I agree to the collection of, and allow the use, disclosure and dissemination of such images of me for such purposes.

Privacy

I have read and agree to the terms and conditions contained in the Privacy Policy of James Cook University (available at www.jcu.edu.sg) and I understand that personal information supplied on this form will be handled in accordance with this Policy.

I acknowledge that this information may be provided to other areas of JCU Australia and to third parties for administrative and legislative purposes (under the Private Education Act 2009) including but not limited to the JCU Student Association; JCU's educational representatives and business partners; Australian Commonwealth and State agencies; other academic institutions to verify my previous qualifications; and the Fee Protection and Medical Insurance providers.

I acknowledge and agree that James Cook University will retain the personal data as long as for the purpose which it is collected is served and retention is necessary for business or legal purposes, and may collect, use and disclose my personal data which I have provided in this form, for the purposes of gathering feedback and conducting surveys on matters such as post-graduation employment and delivery of industry relevant engagements. I agree that I may be contacted by appointed third parties via email, text messages and/or voice calls for such purposes. I understand that I may access and correct my personal data, or withdraw my consent to the collection, use or disclosure of my personal data for such purposes at any time. In the event of my withdrawal of consent, any appointed third parties will be informed of such withdrawal and my personal data will no longer be disclosed to any third parties from the effective date of my withdrawal of consent.

Signature of applicant

Date / /

Name and signature of parent (only where applicant is under 18 years old)

Date / /

10 Declaration by Parent (where applicant is under 18 years old)

I agree and undertake that I will not hold JCU Singapore and its officers and employees responsible or liable in any way for any personal injury or loss of life suffered by the applicant as a result of or arising from my or my appointed legal guardian's action or inaction relating to the applicant, including without limitation, my or the legal guardian's consent or approval of, or delay or failure to give consent to or approve, any medical treatment or procedures, including surgery, for or on the applicant; and I will indemnify JCU Singapore and keep JCU Singapore indemnified from and against all losses, claims, demands, actions, proceedings, damages, costs (including all legal costs as between solicitor and client), expenses, and any other liability arising from or in connection with my or the legal guardian's action, inaction or decision.

Name and Signature of Parent

Date / /

11 Declaration by Agent (Only applicable when application is submitted through an agent)

1. I, on behalf of the agency, declare that I have supplied information to the best of my knowledge to this applicant with regards to James Cook University's programs and James Cook University's tuition fees, administrative fees and any other related fees.
2. I, on behalf of the agency, declare that this applicant has been advised that he/she is forbidden to engage in any form of employment during the validity of their student pass.
3. I, on behalf of the agency, declare that any documentation provided with this application is to the best of my knowledge accurate.

Name of Agency

Name of Counsellor

Signature of Counsellor

Date / /

Email

Contact Number

I, the applicant acknowledge that the above agent will submit my application on my behalf to James Cook University.

Signature of applicant

12 Checklist

Please ensure that you have completed the following:

1. Answered all questions?
2. Supplied English language proficiency score sheets?
3. Enclosed payment/payment details for application fee?
4. Enclosed a Referral form, if applicable?
5. Made a copy of this application for your records?
6. Read and signed the declaration?
7. Enclosed all required documents i.e. notarized/certified copies of academic certificates and transcripts, and other supporting documents including certified translation in English Language, if necessary?

13 Submission of Application

This application form can be downloaded from www.jcu.edu.sg

Send completed application forms to:

Admissions Office
James Cook University
149 Sims Drive
Singapore 387380

Or email to:

admissions-singapore@jcu.edu.au

For further information, please contact:

Admissions Office
Telephone +65 6709 3888
Facsimile +65 6709 3889
Email admissions-singapore@jcu.edu.au
Web www.jcu.edu.sg

James Cook University attempts to ensure that the information contained in this form is correct at the time of printing (25 September 2023). However, sections may be amended without notice by the University in response to changing circumstances or for any other reason. Applicants should check with the University at the time of application whether any later information is available.