

APPLICATION FORM
FACULTY OF SCIENCE HONOURS PROGRAMS - Semester 1, 2016

APPLICATION CLOSING DATE

Friday 13 November, 2015

Late applications will be considered

GENERAL INFORMATION

This form is to be used by **domestic** and **international** students seeking admission to the following courses:

- **S3701 Bachelor of Science (Honours)**
- **2188 Bachelor of Science (Science Scholar Program) (Honours) – (internal students only)**

This form can also be used by **internal Monash local/domestic** and **internal international students** seeking admission to the 4th year Honours component of:

- **3527 Bachelor of Biotechnology (students who commenced the course prior to 2014)**
- **2340 Bachelor of Environmental Science (students who commenced the course prior to 2014)**
- **S3002 Bachelor of Science Advanced – Research (Honours)/3520 Bachelor of Science Advanced (Research)/3520 Bachelor of Science Advanced with Honours**

INTERNATIONAL STUDENTS

- **International students**, including permanent residents of New Zealand, applying for **one year Honours courses (S3701 & 2188)**, must **APPLY ONLINE** through [Monash International Admissions](#).
- Please **UPLOAD** this completed Faculty application form with your online application.

PSYCHOLOGY HONOURS DISCIPLINE

- **DO NOT use this application form.**
Please apply online via the [School of Psychological Sciences](#) by 31 October 2015.
- **INTERNATIONAL applicants will ALSO need to apply online** through [Monash International Admissions](#)

ADMISSION REQUIREMENTS

For information on courses and entry requirements, please refer to [Study.monash](#) or the relevant [Handbook](#) entry.

IMPORTANT APPLICATION INFORMATION

- **Please read the Applicant checklist over the page and follow all the steps (Clayton campus only).**
- Students wishing to apply for Honours in more than one discipline must submit a **separate application form** for each discipline. Please check the list of [Honours disciplines](#) on the web.
- **Please ensure that you have made contact with the relevant [Honours Coordinator](#) and supervisor to discuss your potential honours program BEFORE** completing and submitting this form.
- Students enrolled in a double degree at Monash who have not completed the non-science component **must re-enrol** in their current course until they are made an offer to enrol in the Honours program. Students will then be intermitted from their double degree, after they have accepted and been enrolled into the Honours program.
- Only the Faculty of Science can make an offer of admission for the Honours program. Completion of this form and any recommendation(s) made by the School/Department do not constitute an offer for the Honours program.
- Offers are subject to the availability of adequate supervision and facilities and meeting the minimum academic entry requirements does not guarantee admission to Honours. In some disciplines there are limited projects and/or competition for more popular projects.

BACHELOR OF BIOTECHNOLOGY students

- Please get your form signed by your course coordinator, **Melanie Pritchard**, as well as your Honours discipline coordinator.

ENQUIRIES AND POSTAL ADDRESS

Clayton Campus:

Science Student Services
19 Rainforest Walk
(cnr of Rainforest Walk and College Walk)
Monash University
Clayton VIC 3800
Email: sci-enquiries@monash.edu
Phone: + 61 3 9905 4604

Monash University Malaysia:

Science Course Management Office
Building 4, Level 8
Jalan Lagoon Selatan
47500 Bandar Sunway
Selangor Darul Ehsan, Malaysia
Email: scienceinquiries.my@monash.edu
Phone: + 60 3 5514 6186 / 6187 / 6120

RECEIVED STAMP

Please retain this copy as proof that your application has been submitted.

STUDENT ID number (Monash only) _____

NAME: _____

APPLICANT CHECKLIST – CLAYTON CAMPUS ONLY

all disciplines except Psychology

INTERNATIONAL STUDENTS

INTERNAL INTERNATIONAL APPLICANTS applying for the Honours components of 4 year degrees	
1. Contact the relevant Honours coordinator and supervisor to discuss your potential Honours program. At this point you may need to complete an internal school/departmental form to indicate your project preferences. This does not replace, but is in addition to , the Faculty Honours application form.	<input type="checkbox"/>
2. Complete Sections A and B of the Faculty of Science, Honours application form.	<input type="checkbox"/>
3. Come in to the Faculty of Science, Student Services office for an eligibility check to ensure that you are/will be eligible to commence the relevant Honours program in Semester 1, 2016. This should be done as soon as possible; do not wait until the last week before applications close.	<input type="checkbox"/>
4. Take the form to your Honours coordinator who will complete Section D including listing the relevant Level three units. (Depending on the project, Section C may need to be completed as well prior to Section D)	<input type="checkbox"/>
5. Read the applicant's declaration and sign at the bottom of Section E.	<input type="checkbox"/>
6. Return the completed Faculty form to Science Student Services .	<input type="checkbox"/>
INTERNAL INTERNATIONAL APPLICANTS applying for separate one year honours degrees	
1. Contact the relevant Honours coordinator and supervisor to discuss your potential Honours program. At this point you may need to complete an internal school/departmental form to indicate your project preferences. This does not replace, but is in addition to , the Faculty Honours application form.	<input type="checkbox"/>
2. Complete Sections A and B of the Faculty of Science, Honours application form.	<input type="checkbox"/>
3. Come in to the Faculty of Science, Student Services office for an eligibility check to ensure that you are/will be eligible to commence the relevant Honours program in Semester 1, 2016. This should be done as soon as possible; do not wait until the last week before applications close.	<input type="checkbox"/>
4. Take the form to your Honours coordinator who will complete Section D including listing the relevant Level three units. (Depending on the project, Section C may need to be completed as well prior to Section D)	<input type="checkbox"/>
5. Read the applicant's declaration and sign at the bottom of Section E.	<input type="checkbox"/>
6. APPLY ONLINE through Monash International Admissions . Please UPLOAD the completed Faculty application form which is one part of the documentation required for the online application. Please note, when applying online you will be applying for an UNDERGRADUATE degree.	<input type="checkbox"/>
EXTERNAL (NON-MONASH) INTERNATIONAL APPLICANTS	
1. Contact the relevant Honours coordinator and supervisor to discuss your potential Honours program and whether you will meet academic entry requirements. You will need to provide the coordinator with an unofficial copy of your academic transcript in order for them to make this assessment. The Honours coordinator will also consult with the Faculty of Science regarding your eligibility for Honours.	<input type="checkbox"/>
2. If you are potentially eligible, you may need to complete an internal school/departmental form to indicate your project preferences. This does not replace, but is in addition to , the Faculty Honours application form.	<input type="checkbox"/>
3. Complete Sections A and B of the Faculty of Science, Honours application form.	<input type="checkbox"/>
4. Forward the Faculty form to your Honours coordinator who will complete Section D including listing the relevant Level three or equivalent units. (Depending on the project, Section C may need to be completed as well prior to Section D)	<input type="checkbox"/>
5. Read the applicants declaration and sign at the bottom of Section E.	<input type="checkbox"/>
6. APPLY ONLINE through Monash International Admissions . Please UPLOAD the completed Faculty application form which is one part of the documentation required for the online application. Please note, when applying online you will be applying for an UNDERGRADUATE degree.	<input type="checkbox"/>

WHAT HAPPENS NEXT – CLAYTON CAMPUS ONLY

- **All internal and external applicants who have already completed or are due to complete their course, science component of double degree or 3rd stage of 4 year Honours degree in Semester 2, 2015** will be notified via email of the outcome of your application by **mid-December, 2015**.
- **Internal domestic students (and internal internationals applying for honours components of 4 year degrees)** will need to accept your offer via return email. You will then be enrolled manually by Science Student Services and will not be required to attend in person for enrolment. Once enrolled you will be sent an enrolment confirmation email with further post-enrolment instructions as applicable.
- **External domestic students** will need to accept your offer by attending an enrolment session in person on **14 January 2016**. If you are unavailable on the specified date, another date can be arranged in consultation with [Science Student Services](#).
- **External International students (and internal internationals applying for separate one year honours degrees)** will accept your offer through the online Monash International Admissions process and will be required to attend an enrolment session in person on **16 February, 2016**.
- **Conditional offers only** will be sent to students with **deferred exams, supplementary assessment, enrolled in Summer units** or **external students yet to supply full documentation**.
- **Commencement dates** vary depending on the Honours discipline. Please check with your school/department [Honours coordinator](#).

SECTION C

***Only complete this section if you are applying for Hudson Institute of Medical Research (HIMR)
OR School of Clinical Sciences at Monash Health (SCS) project***

Students applying for a research project with these entities will need to have this section authorised by either A/Prof. Mark Hedger (HIMR) or Dr Paul King (SCS). Note that you must also get Section D signed by the relevant school/department Honours Coordinator of your honours discipline.

HIMR/SCS Honours Coordinator Name: _____

HIMR/SCS Honours Coordinator Signature: _____ Date: __ / __ / __

Name of Project: _____ Supervisor name : _____

SECTION D

To be completed by the Honours Coordinator or nominated representative

School/Department Authorisation

Subject to the student meeting all course requirements and subject to availability of a supervisor and other relevant resources I recommend that the applicant be accepted as an Honours candidate.

Honours Coordinators, please list the enrolled or completed relevant level three units or equivalent that could count towards the minimum 70% average. If the listed units are not part of the published major and prerequisite requirements for your discipline, please provide the Faculty with a supporting statement/documentation explaining the inclusion of these units.

COMMENTS:

UNIT CODE (AND NAME FOR NON-MONASH UNITS)	FACULTY OFFICE USE ONLY		

Honours Coordinator
(or nominated representative)

School / Department: _____

Name: _____ Signature _____ Date: / /

3527 Bachelor of Biotechnology students only – project must also be approved by your Course Coordinator, Dr Melanie Pritchard Signature _____ Date: / /

SECTION E – Applicant Declaration

I have consulted with the Honours Coordinator (or nominated representative) in regards to the proposed Honours Program.

Student Acknowledgement, Agreement and Consent

- I warrant that the information on this form, or provided in support of my application, is correct and complete.
- I acknowledge that provision of incorrect information or the withholding of relevant information relating to my application, including academic transcript/s, might invalidate my application and that the University may withdraw an offer of a place or cancel my enrolment in consequence.
- Should the University determine that I have submitted a false document, I consent to the University disclosing this information to other relevant tertiary institutions.
- I consent to any educational institution at which I am or have been a student and/or any current or past employer providing Monash University with any information which that institution or employer holds about me concerning my attendance, conduct, grades and/or qualifications or experience to assess my suitability for an offer and/or enrolment.
- I have read the University's statement on privacy and the purposes for which my personal information will be used (available at <http://www.privacy.monash.edu/guidelines/collection-personal-information.html>)
- If sponsored, I permit Monash University to release details of my academic progress to my sponsoring body on their request.
- I agree to abide by the statutes, regulations and policies of the university as amended from time to time and agree to pay all fees, levies and charges directly arising from my enrolment.
- I agree to access the correspondence of my University email account on a regular basis.

Applicant's Signature: _____

Date: / /