

Monash Abroad application form

Incoming Short Term Program – Law Malaysia Program

Thank you for choosing Monash University for your short term program experience.



Monash University is a member of Australia's prestigious Group of Eight universities and is regularly ranked as one of the top universities in Australia, Asia and the world. Monash offers a huge range of study options across five campuses in Australia, an international campus in Malaysia and a study centre in Prato, Italy.

All Monash campuses offer excellent facilities to provide every opportunity to balance studies with sports and an active social life, with on-campus accommodation, public transport options and active student associations.

The Monash Law Program is conducted at Monash University Malaysia campus in Kuala Lumpur.

The program offers a range of comparative and international law subjects taught in intensive or semi-intensive mode by distinguished academics from Asia, Europe and Australia. All subjects are conducted in small classes with state-of-the-art facilities. You will enjoy a unique study experience with students from international and local partner universities.

The program also offers the flexibility to experience the cultural and natural attractions Malaysia has to offer.

Eligibility

To be eligible for admission to Monash as a short term student you must have:

- completed at least one full year of law study at your home university;
- achieved a minimum Grade Point Average (GPA) of 3.0 or your home institution equivalent to a credit average;
- met the Monash English language requirements – see web for ELER; and
- been nominated by your home university if you are applying for credit transfer to your home institution.

How to apply

- Complete this form in black ink and BLOCK LETTERS.
- Complete all questions.
- Ensure you complete the Study Plan and list each unit (subject) you want to do.
- Make sure your name, citizenship and other personal details are exactly the same as in the passport you will use. The details on this application form will be used in your visa application if required.
- If you need further information please check the Monash Law Faculty website: www.law.monash.edu/current-students/study-opportunities/overseas-study/malaysia/index.html.
- Use the checklist at the end of this form to make sure you have attached all documents.

Where to send your application

If lodging through your home university or an agent

Lodge your application with that office who will then forward it to the Monash Abroad Office.

If lodging directly to Monash

Send your application either by mail to:

Monash Abroad
Level 1, Building 10, Clayton campus
Monash University, VIC 3800
AUSTRALIA

Or by email to monash.abroad@monash.edu. If you forward your application electronically your home university must sign and certify the copy of your original academic transcript and English test results as a 'true copy'.

Closing dates

Applications for the Law in Malaysia Program are due in to the Monash Abroad Office by:

1 May 2015

How to apply

Step 1

Research your university's requirements

- Make sure you know what your home university requires you to study while you are at Monash.
- Remember that you will receive credit towards your degree at home for your study at Monash so your home university's requirements are paramount.

Step 2

Ensure you meet the Monash English language requirements

- English is the language of instruction at every Monash campus and therefore the English language requirements apply to every campus. The requirements can be viewed at: www.monash.edu/migr/apply/eligibility/english/faculty-requirements/index.html.

Step 3

Select the units you wish to do as listed in the study plan. For further information on each unit please visit the Faculty of Law website at Monash University: www.law.monash.edu/current-students/study-opportunities/overseas-study/malaysia/index.html

Step 4

Have your application endorsed by your home university.

- This is essential to ensure that you receive credit towards your degree for the study you do at Monash.
- Your International office must sign Section 7 of the application.

Step 5

Passport copy

- Include a photocopy of every page of your passport, including blank pages (with each passport page on a separate A4 sheet and no enlargement, reduction or double sided copies. Copies do not need to be in colour).
- Your passport must be valid for at least one year from your arrival in Malaysia. This is required for your student pass application.

Step 6

Passport photos

- All students must include two standard-size, colour passport photos. These photos need to be 3.5 x 5 cm – with the head size being 2.5 x 3 cm.

Step 7

Complete a No Objection Certificate if you are from a Sub-Saharan country.

Download a form at www.monash.edu.my/advancement/psa/international/Ministry-Requirement-for-Sub-Saharan-Countries.html

Step 8

What next?

- After your application is received by Monash Abroad your study plan will be sent to the Faculty of Law for approval of the units you have selected.
- Monash Abroad will then send you list of pre-approved units with your offer letter.
- Once you receive your Offer letter and Acceptance form you will need to sign the Acceptance Form and pay your fees. On the form, please provide credit card details and then return it to the Monash Abroad office by email monash.abroad@monash.edu
- Once your payment has been processed you may start booking your travel, accommodation and don't forget to purchase travel insurance.

Monash Abroad application form

Incoming Short Term Program students Law Malaysia Program

1. Personal information (same as your passport)

Title: Mr Miss Ms Mrs Other (specify):

First name:

Last name:

Sex: Male Female Date of birth: Country of birth:

Country of citizenship:

Country in which you will be applying for your student visa:

Do you have a disability or medical condition that you wish to disclose? Yes No

If yes, how does this impact your studies?

Postal address for correspondence

Number and street: Suburb:

State: Country: Postcode:

Telephone (include country code):

Mobile/Cell (include country code):

Your student email address (essential):

Your personal email:

Emergency contact details

Name:

Relationship to student (e.g. father):

Home telephone (include country code):

Work telephone (include country code):

Mobile/Cell (include country code):

Email:

2. Qualifications

Provide details of your current study.

First name: Last name:

Home university: Country:

Degree program (eg. Bachelor of Arts):

Major/main subject area:

Year level: Cumulative GPA:

Units (courses) currently being taken at your home institution:

Unit code	Unit title	Credits

3. Study plan – proposed units (courses) you wish to study at Monash

Please select which units you would like to study from the list below. You can select one or two units only.

Monash unit code	Monash Unit Title	Monash campus	Monash faculty	Dates	Monash Credit points	Are you required to do this unit for your home university? (yes or no)	Monash office use only		
							Approval Yes/No	Staff initials	if no, reason/ possible alternative units
BTW2320	Current issues in corporate governance	Malaysia	Law	29/06 - 24/07	6				
LAW4533	International and comparative taxation law	Malaysia	Law	30/06 - 16/07	6				
LAW4670	Introduction to Islamic law	Malaysia	Law	01/07 - 23/07	6				
LAW4668	International investment law	Malaysia	Law	20/07 - 07/08	6				
LAW4659	Game theory and the law	Malaysia	Law	27/07 - 14/08	6				
LAW3112	Corporations law	Malaysia	Law	27/07 - 14/08	6				
LAW4536	International and comparative family law	Malaysia	Law	28/07 - 14/08	6				
LAW4669	Human rights and the European Union	Malaysia	Law	03/08 - 20/08	6				

4. English language proficiency

Please tick the box that best describes you:

- English is my first language
- English is the language of instruction at my home secondary school or university
- I have completed an English language proficiency test:
- IELTS or TOEFL (must enclose copy of results) Date completed:

5. Student declaration

I hereby declare that the information provided in this application is correct and complete. I understand that misrepresentation of these details may result in my registration at Monash University being cancelled. I authorise Monash University to obtain official student records from any educational institution necessary to make an informed decision about the application or matters that concern my enrolment.

I understand that Monash Abroad may pass my name and email address to Monash students for the purpose of promoting the program. In an emergency, I hereby grant Monash University staff the authority to contact the nominated emergency contact on my behalf.

Applicant's signature: _____ Date: ____ / ____ / ____

General privacy statement The information on this form is primarily used to assess your application for entry to a Monash University program. It is also used to create an enrolment record on the student database, to prepare statistical analysis, and to inform you about your program and other University courses/events. If you do not complete all the questions on this form, it may not be possible for Monash to process your application. Personal information may be collected from, or disclosed to, relevant bodies for the verification of your previous qualifications, and it may be disclosed to government agencies, as required by legislation (e.g. Department of Immigration and Citizenship (DIAC)) for your visa application and to Monash University for assessment of your application. Information may be shared with the registered agent you appoint to assist with your application for entry or visa processing. You have a right to access personal information that Monash University holds about you, subject to legislation. If you wish to access, or inquire about the handling of your personal information, please contact the University Privacy Officer on +61 3 9905 6011. Privacy legislation only applies to students who study in Australia.

6. Home university endorsement

Minimum number of Monash units required by your university (if applicable):

I approve the applicant's study plan. The student will receive credit transfer upon receipt of an official Monash University transcript showing successful completion of those units.

Coordinator's name: Position:

Email:

Signature: Date:

Checklist

Your application will not be considered unless the following documentation is provided:

- Completed application form (all questions)
- One official academic transcript for each university attended (with certified English translation). Must be certified by your home institution if sent by email.
- In the case of non-native speakers of English, evidence of English language proficiency (IELTS/TOEFL) must be submitted
- Complete photocopy of passport – one full and clear copy of all pages of your passport/s, including blank pages. Each passport page on a separate A4/A5 sheet with no enlargement or reduction
- 2 passport photos
- No Objection Certificate (Sub-Saharan passport holders only)

Accommodation

Please apply directly to the Sunway Monash Residence office on the following website:
www.monash.edu.my/advancement/studentrecruitment/accommodation/Accommodation.html

You will need to apply for the Sunway Monash Residence only as the other two residences are booked out.

Visa

Monash University will advise you if you will need to apply for a Student Pass to enter Malaysia.

How to lodge your Monash Abroad application

- Keep the front section of the form for your own reference and a photocopy of this application.
- Send application to Monash Australia even though the program is held in Malaysia.

Applications can be sent by email as long as academic transcripts and English Language test results have been signed and certified by your home university.

Monash Abroad

Level 1, Building 10
Campus Centre, Clayton campus
Monash University, VIC 3800
Australia

monash.abroad@monash.edu
www.monash.edu/studyabroad