

Monash University Special Access Scheme

Undergraduate admissions

Certified copies

Before we can make a decision on your application, you must post your certified, hard copy (paper) documents supporting your claim, and a cover letter detailing the impact of this on your studies. Please do this as soon as possible.

To have a document certified, make a clear photocopy of the original and take both original and copy to an authorised person (see list below). This person must stamp or certify **every page** of the document, *'I have sighted the original document and certify this to be a true copy of the original'*. The certifier must **sign each statement** and **print their name and position clearly**, e.g. Police Officer.

The following people may certify documents: Monash staff member, Justice of the Peace, Public Notary, member of the police force, registered medical practitioner, registered dentist, veterinary practitioner, pharmacist, principal in the State Government teaching service, minister of religion (not a civil celebrant), Australian lawyer, branch manager of a bank, or a member of the Institute of Chartered Accountants in Australia, Australian Society of Accountants or National Institute of Accountants,

The following **are not authorised to certify documents** - a Postal Manager or an independent/Catholic school Principal.

Please forward your hard copy documents with this cover sheet, to:

Central Admissions
 Monash Connect
 21 Chancellors Walk
 Monash University VIC 3800

Full name:	
Applicant ID:	
VTAC applicant ID (if applicable):	
Previous Monash ID number (if applicable):	
Home address:	
Suburb/Town:	
State:	
Postcode:	
Contact email:	
Contact phone number(s):	

Course code	Course title	Campus

The Monash Guarantee

- Disadvantaged financial background*
- Live in a low socio-economic area*
- Indigenous Australian*
- Monash-listed under-represented school

*Applicants who don't meet eligibility for the Monash Guarantee will automatically be considered for SEAS in these categories.

Special Entry Access Scheme (SEAS)

- School location
- Difficult personal circumstances (including refugee or asylum seeker[^])
- Disability or medical condition
- Aged 21 or older on 1 January 2019
- Non-English speaking background, moved to Australia after 1 Jan 2013

[^] International applicants on some Temporary, Bridging and Safe Haven Enterprise visas, may be eligible for SEAS consideration.

For details on what documentation to provide, check the Monash University Special Access Scheme website:
study.monash/how-to-apply/entry-schemes/special-entry-access-scheme