



Australian College of Applied Psychology

School of Psychological Sciences

Application form

Please print in BLOCK LETTERS

Please read this form carefully and complete all relevant sections Please keep a copy for your reference.

(1) Course Selection Please select the course you are applying for:

<input type="checkbox"/> Bachelor of Psychological Science (BPsychSc)
<input type="checkbox"/> Bachelor of Psychological Science Honours; (BPsych(Hons))
<input type="checkbox"/> Graduate Diploma of Psychological Science (GradDipPsychSc)
<input type="checkbox"/> Graduate Diploma of Psychology (GradDipPsych)
<input type="checkbox"/> Check this box if you would like to receive information about scholarships available for the BPsychSc

(2) Personal details

Family name:	
Given names:	Preferred name:
Date of birth: / / (day/month/year)	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female

(3) Contact details

Home telephone:	Telephone (other):	
Mobile telephone:	Fax:	
Email:		
Home Address:		
Suburb:	State:	Postcode:
Country:		
Postal Address (if different from above):		
Suburb:	State:	Postcode:
Country:		

(4) Citizenship

Nationality/Country of birth:		
Are you an Australian Citizen?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you on a Humanitarian Visa?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Are you an Australian Permanent Resident or New Zealand Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No

(5) Education

What is your highest completed secondary school level: <input type="checkbox"/> Year 10 or lower <input type="checkbox"/> Year 11 <input type="checkbox"/> Year 12		
School:	Year of completion:	ATAR/UAI/HSC/OP Score:
Are you applying to study under Mature Age Special Entry Provisions (21 years and over): <input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you successfully completed any post-secondary qualifications?		
Qualification	Institution	Year Completed
Are you applying for credit for previous study? <input type="checkbox"/> Yes – a separate application is required – please contact ACAP for more information. <input type="checkbox"/> No		

ACAP course commencement

Please indicate the year and term you wish to begin your studies: Year Term

(6) Other information

How did you first learn about ACAP? You may tick more than one.		
<input type="checkbox"/> Internet	<input type="checkbox"/> Newspaper/Magazine	<input type="checkbox"/> Other
<input type="checkbox"/> Recommended by a friend/relative	<input type="checkbox"/> Website	Please specify:
<input type="checkbox"/> Exhibition/Seminar	<input type="checkbox"/> Education Agent	

(7) Application checklist

Please ensure the following are included with your application, otherwise there will be a delay in processing.

<input type="checkbox"/> This application completed in full
If applying for the Bachelor of Psychological Science:
<input type="checkbox"/> A brief statement in English (approximately 500 words) describing how your interest in the course relates to your career aspirations
<input type="checkbox"/> If applying before your ATAR is available a copy of your most recent school report (school leavers)
If applying for the: Bachelor of Psychological Science (Honours), Graduate Diploma of Psychological Science or Graduate Diploma of Psychology:
<input type="checkbox"/> Certified copies of all academic qualifications, including English translation if applicable

*A certified copy is a photocopy signed by an authorised officer to acknowledge that it matches the original document exactly. Authorised officers are: Justice of the Peace, Lawyer/Solicitor, Police Officer, Teachers and University Professors.

(8) Privacy statement

ACAP collects, stores and uses personal information for the purposes of administering prospective, current and graduate student admissions, enrolment and education.

From time to time, ACAP may share your personal information within the Navitas Group and we may use that information to offer or notify you of products, services or other information that we reasonably believe may interest you. We will not do so, if you tell us not to. We may contact you via post, telephone, email, SMS or MMS in relation to these marketing offers.

ACAP may also share your information with third party providers, such as market research firms or electronic storage providers, who are engaged to provide certain services to ACAP. Where information is disclosed to third parties, ACAP will not allow the use of your information for any purpose other than the purpose for which it was disclosed.

You have the right to access to and alteration of, the information concerning yourself in accordance with the Privacy and Personal Information Act, 1988 (NSW). For more information, please refer to www.acap.edu.au.

If you do not wish to receive marketing or other offers from the Navitas Group, please tell us by checking this box.

Alternatively, you can tell us if we contact you by phone or at any time by 1800 061 199 or info@acap.edu.au.

(9) Declaration

Important: This document contains and refers to contractual terms.

I give this declaration and agree to these terms in support of my application for enrolment in a course at ACAP.

I declare that I can produce to ACAP originals of all documentation relied on in support of this application and I agree to produce any such documentation to ACAP on request. **I authorise** ACAP to obtain any further information or records from any educational institution or recognised educational qualifications assessment body and to verify any information about my employment history that I have given to ACAP.

I agree that I have been given the opportunity to read the policies, procedures and terms set out in the ACAP Student Handbook available on-line at www.acap.edu.au. **I agree** to be bound and abide by the policies, procedures and terms set out in the ACAP Student Handbook, as amended from time to time, if I am accepted as a student at ACAP.

I understand that some ACAP courses require the completion of practical experience placements and that, if this is a requirement of my course, I will be required to complete all declarations, consents and checks required by law or otherwise reasonably required by ACAP, including a Working With Children Check declaration and consent and criminal record checks. If I am unable to provide all required and satisfactorily completed declarations, consents and checks as and when requested by ACAP, I will not be eligible to participate in practical experience placements and I understand that I will be unable to complete the course.

I understand that, if ACAP is required by law or considers it appropriate for public policy reasons (including health and safety) to close any campus, ACAP may require on-campus students to receive tuition via flexible delivery.

I understand that ACAP, as an approved Higher Education Provider (HEP), is required to collect the information on this form, and is doing so for the purpose of assessing my admission entitlement and entitlement to Commonwealth Assistance under the Higher Education Support Act 2003 and allocation of a Commonwealth Higher Education Student Support Number (CHESSN) to me; ACAP will disclose this information to the Department of Education, Employment and Workplace Relations (DEEWR) for these purposes. DEEWR will store the information securely in the Higher Education Information Management System, and may disclose the information to the Australian Tax Office and other designated authorities. ACAP and DEEWR will not otherwise disclose the information without my consent unless required or authorised by law.

I declare that the information I have supplied on this form is complete, true and correct. I understand ACAP is relying on this declaration and agreement in making any decision regarding admission and that ACAP may change any such decision if this declaration is false.

Applicant's Signature

Date: / / (day/month/year)

Parent/Legal Guardian Signature

(if applicant is under 18 years of age):

Date: / / (day/month/year)

(10) Post or fax your application

Send your application to:

For Sydney Campus, Distance & Online:
Locked Bag 11 Strawberry Hills NSW 2012
Telephone: (02) 9964 6308
Fax: (02) 9964 6370

Should you require further information, please contact Student Recruitment and Admissions on our:

National freecall number: 1800 061 199
Email: info@acap.edu.au

OFFICE USE ONLY

Date received ____ / ____ / ____ (dd/mm/yyyy)