

Online applications - Student Guide 2017

<https://apply.federation.edu.au/>

- If you wish to complete an application you paused partway through, please login here
- If you're submitting a second application (eg if you do not get your first preference), please login here
- Your username will be your email address



Federation
UNIVERSITY • AUSTRALIA

Need help with your application?
We're here to help!

Domestic Students
Phone: 1800 FED UNI (1800 333 864)
Email: info@federation.edu.au

International Students
Phone: +61 3 5327 9018
Email: international@federation.edu.au

Business Hours
Monday - Friday
9am - 5pm AEST

Not logged in.
[Login](#)
[Sign Up / Register](#)

Apply Online

Login/Register
Program details
Biographical details
Supporting information
Verify
Declarations
Submit

Domestic

Register New Applicant

International

Register New Applicant
(Agent / Individual)

Login

Existing Application

Application opening dates

- Domestic applications for Semester 2, 2017: now open. Apply now and find out within 48 hours*
- International onshore applications for Semester 2, 2017: now open.
- International onshore and offshore applications for Semester 1, 2018: now open.

Use this online form if you are a:

- Local (domestic) applicant applying for an undergraduate or postgraduate coursework program
- International student applying for an undergraduate or postgraduate coursework program
- Agent applying for an undergraduate or postgraduate coursework program on behalf of an international applicant

For more information, please visit our [Apply page](#).

Do not use this online form if you are a:

- TAFE applicant
- Research applicant
- Current Year 12 student (prior to closure of VTAC applications)
- International FedUni Partner Provider applicant

Instead, please refer to the [How to Apply page](#) if you fit one of these categories.

International Application Fee

Please note that International Applications through this online form will attract a \$25 application fee. For more information, please visit our [Direct Applications page](#).

Application closing dates

- Domestic applications for Semester 2, 2017: 30 July, 2017.
- International onshore applications for Semester 2, 2017: 24 July, 2017.
- International offshore applications for Semester 2, 2017: 26 June, 2017.

*Applies to applications from domestic applicants to higher education undergraduate and postgraduate coursework programs at the Ballarat, Benwick, Wimmera and Gippsland campuses, and online learning, where complete and accurate documentation is provided. Excludes weekends and public holidays.

Privacy

The information being sought in this form is collected for the purposes of processing your application and for the supply to you of educational services. The information will be held by the University and may be accessed and used by people employed or engaged by the University. The information may be used or disclosed to others where required or authorised by law. The provision of the information is voluntary, but if this information is not provided, the University may be unable to process your application or provide services to you. You have a right of access to, and correction of, your personal information, subject to any exceptions in relevant legislation. Please direct any enquiries you may have in relation to privacy to the University's Privacy Officer at privacyofficer@federation.edu.au or telephone +61 3 5327 9506.



! Please note application closing dates



Register to Apply Online

Applicant Citizenship

Citizenship Status:

Country of Citizenship:

Are you an agent applying on behalf of an applicant? Yes No

Choose **International Citizen** from the dropdown list

Choose your **country** of citizenship from the dropdown list

Applicant Details

Given Name:

Middle Names:

Family Name:

Date of Birth:

Gender: Male Female Other

Email:
This will also be used as your Username

Confirm Email:

Password:

Confirm Password:

Your password must be at least 8 characters and include at least 1 number

Enter your **name** as it appears on your passport *

Enter your **email** address here

Enter your **password** here

Captcha Challenge

Click or touch the **Foot**

Register and Begin Application

Captcha Challenge

Please don't ignore, this is a security measure and you **must complete it to proceed.**

It looks a bit like an ad, so some people ignore it. You will never see an ad like this on a FedUni website, so you can be assured it is real.

- Enter **your name** as it appears on your **passport**
- Use normal capitalisation, even if the passport uses all capitals, eg.
 - John Smith
 - JOHN SMITH
 - john smith
- If you have **no given name** or **no family name**, enter a full stop (period) instead
- Please **do not** repeat your other name, or type XXX, N/A or similar, eg.
 - John .
 - JOHN xxx
 - john n/a
 - john john
- If you do not have a middle name, please leave the middle name field blank



Select Program

English and Academic Preparation

Do you intend on studying an English and Academic Preparation (EAP) or bridging program before beginning your program?

Yes No

What semester would you like to start your EAP program?

Please Select

Choose **Yes** if your IELTS (or equivalent) is below the requirement for your course. Choose your **start semester**.
If you do not need to study EAP, choose **No** and click **Confirm**

Choose the length of EAP required.

Select Program

English and Academic Preparation

Do you intend on studying an English and Academic Preparation (EAP) or bridging program before beginning your program?

Yes No

What semester would you like to start your EAP program?

2017 Semester Two (Jul to Dec)

Program Level

Undergraduate Postgraduate Coursework
My program level is not listed here

Semester of Commencement

Semester 1, 2018

Filter by

Discipline:

Location:

My location is not listed here

Search:

- Select Discipline
- Arts
 - Business
 - Education
 - Engineering
 - Health
 - Humanities & Social Sciences
 - Information Technology
 - Science

- Select Location
- Ballarat ---
 - Ballarat - Mt Helen
 - Ballarat - Camp St
 - Gippsland ---
 - Gippsland - Churchill
 - On-line Learning ---
 - On-line Learning

Important! Check that details of your **program, major, campus** and **start semester** are correct before clicking **Confirm** to proceed

Program Code	Program Name	Major	Location
Select	BB5 Bachelor of Business	HRM	Ballarat
Select	BB5 Bachelor of Business	Management & HRM	Ballarat
Select	BB5 Bachelor of Business	Mgmt & Marketing	Ballarat
Select	BB5 Bachelor of Business	Marketing	Ballarat
Select	BB5 Bachelor of Business	No Specific Major	Ballarat
Select	BB5 Bachelor of Business	Management	Ballarat
Select	BB5 Bachelor of Business	Marketing & HRM	Ballarat
Select	BB8 Bachelor of Business (Honours)		Ballarat
Select	BC5 Bachelor of Commerce	No Specific Major	Ballarat
Select	BC5 Bachelor of Commerce		Ballarat

- Click the blue for more information on the program.
- Click **Select** to pick program

My Selection

Program Name
Bachelor of Business

Program Code
BB5

Major
Management & HRM

Campus
Ballarat - Mt Helen

Commencement Semester
Semester 1, 2018



Biographical Details

Applying for: Bachelor of Business

Prefix: Please Select ...
First Name: John
Middle Names: James
Last Name: Smith
Date of Birth: 2 April 1995
Country of Birth: China
Gender: Male Female Other
Have you attended this institution previously?: Yes No

Home Address

Country: India
Address Line 1: H 1, 222 Fake Street
Address Line 2: near School
Address Line 3:
Address Line 4:
City/Suburb: Delhi
PIN Code: 110022
State: Delhi (UT)
Are mail address and home address the same?: Yes No

Contact

Mobile Phone: 1234 123 123
Home Phone: 98776544
Preferred Phone: Mobile Home
Fax:
Email Address: johnsmith@gmail.com

Visa & Passport

Are you currently in Australia?: Yes No
Passport Number: P1234564
Passport Country: India



Home address must be your street address (**NOT** a PO Box or similar)
Address and other contact details (phone, email) must be the **student's** details

Mail address can be a PO Box if different from home address

All supporting documents must be certified copies. Learn how to have documents certified <https://federation.edu.au/international/contact-us/frequently-asked-questions>

English Language Proficiency

English is my first language Yes No

Have you completed an English Language Proficiency test within the last 18 months? Yes No

Select your English Language Proficiency test type

Test date

Overall Score

Secondary or High School Education

Have you completed secondary or high school studies? Yes No

Country in which these studies were completed

Year completed

School Name

Education and Employment History

Applying for: Bachelor of Business

Please Provide **CERTIFIED COPIES** of any previous qualifications and other supporting documentation in relation to your application. You will need to upload these at the end of this section.

English Language Proficiency

English is my first language Yes No

Secondary or High School Education

Have you completed secondary or high school studies? Yes No

Further Education

Have you attempted or completed any post-secondary studies?
eg. Certificate, Diploma, Bachelor's Degree, Masters, etc... Yes No

Advanced Standing / Credit Exemptions

Are you applying for credit? Yes No

Employment History

Do you have any relevant work experience or employment history you want to include? Yes No

Further Education

Have you attempted or completed any post-secondary studies?
eg. Certificate, Diploma, Bachelor's Degree, Masters, etc... Yes No

Please include all further education you have completed or attempted.

Start Date	Completion Date	Institution	Qualification	Country	Successfully Completed	Action
<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	Add more				

Add further education qualifications by clicking 'Add more'. You can add up to 5.

Advanced Standing / Credit Exemptions

Are you applying for credit? Yes No

Supporting Documents

You must attach the following:

- Your passport.
- Certified copies of school leaving certificate and exam results/transcript.

You may also wish to upload other relevant documents, such as a Statement of Purpose. All documents that are not in English must have a certified English translation attached.

Add Attachment

Document Type:

- Select Document Type
- Academic Transcript
- Additional Details Form
- Curriculum Vitae/Resume
- Other
- English Test Results
- Passport
- Visa Grant Letter
- Syllabus/Course Outline
- Degree Certificate

Click to select file, or drag file into this space to upload

[Previous](#)
[Save & Exit](#)
[Next](#)

Use this box to upload documents. Please be patient with large files or in areas with slower connections.



Relevant Personal Information

Applying for: Bachelor of Business

Visa History

- Have you visited or studied in Australia previously? Yes No
- Have you breached any visa conditions? Yes No
- Have you ever been refused a visa for entry into Australia? Yes No
- Have you ever had a visa application rejected from a country other than Australia? Yes No
- Have you ever been convicted of a crime or offence in any country? Yes No

Family Details

- Are you married? Yes No
- Will any dependants be included in your student visa application? Yes No

Living Costs

- Do you understand your living costs in Australia? Yes No
- How will you fund your study and living costs?
Choose more than one if applicable.
- Self-funded
- Sponsored by family / government / institution / employment
- Other

Accommodation

- Would you like to receive information about an accommodation scholarship for commencing international students? Yes No
- For general information about living on Res at FedUni, [click here](#)

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[Save & Exit](#)
[Next](#)

Questions with a **Yes** answer will provide space for you to enter details

Have you visited or studied in Australia previously? Yes No

Please provide details.

Dependants include **spouse** and/or **children** who will accompany the student

Will any dependants be included in your student visa application? Yes No

Please provide details of all dependants who will be included in your student visa application.

Name	Date of Birth
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>



Living Costs

Do you understand your living costs in Australia? Yes No

Please complete the Annual Cost of Living table below for yourself and any dependants who may accompany you as proof that you understand the costs associated with study in Australia.

Expense	Amount (AUD)
Tuition	\$ <input type="text"/>
Health Insurance Cover	\$ <input type="text"/>
Living	\$ <input type="text"/>
Other	\$ <input type="text"/>
Total	\$ 0

How will you fund your study and living costs?
Choose more than one if applicable.

Self-funded
 Sponsored by family / government / institution / employment
 Other

Please Note

Applicants MUST understand their cost of living in Australia to be able to proceed.
Information on tuition and living costs can be found at:
<http://federation.edu.au/international/study-at-feduni/apply/after-you-apply/pre-visa-screening>

Personal Statements

Applying for: Bachelor of Business

Please provide a detailed answer for the following question

As per the Department of Immigration and Border Protection's requirements for your student visa application, please provide a brief statement setting out your reasons for undertaking your intended course(s) of study in Australia.
The statement must include:

- your reasons for choosing to undertake the course of study specified in your application;
- your reasons for choosing your education provider;
- your reasons for choosing to study in Australia rather than in your home country;
- the relevance of your course of studies to your academic and/or employment background; and
- the relevance of the course to your future career/educational plans.

Please note that detailed, specific answers are expected for each dot point listed

If you wish to upload a statement of purpose, please complete this mandatory field then [click here](#) to upload it with your other supporting documents.

This page is a summary of your application.
Please take time to check that all details are correct
before proceeding

Verify Submission Details

Program Details

Intend on studying English and Academic Preparation (EAP) before beginning your program?

Program Level:

Program Code:

Program Name:

Major:

Location:

Admit Term:

Email:

Prefix:

First Name:

Middle Names:

Last Name:

Date of Birth:

Country of Birth:

Gender:

Country of Citizenship:

Home Address:

Address1:

Address2:

City:

Country:

PIN Code:

State:

Mail Address:

Phone:

Currently in Australia?

Visa type:

Visa expiry date:

Passport Number:

Passport Country:

Secondary or High School Education

Have you completed secondary or high school studies?

Further Education

Have you attempted or completed any post-secondary studies?

Advanced Standing / Credit Exemptions

Are you applying for credit? No

Employment History

Do you have any relevant work experience or employment history you want to include?

Attached Supporting Documents

Visa

Have you visited or studied in Australia previously?

Have you breached any visa conditions?

Have you ever been refused a visa for entry into Australia?

Have you ever had a visa application rejected from a country other than Australia?

Have you ever been convicted of a crime or offence in any country?

Are you married?

Will any dependants be included in your student visa application?

Living Costs

Do you understand your living costs in Australia?

Annual Living Costs:

Expense	
Tuition	:
Health Insurance Cover	:
Living	:
Other	:
Total	:

How will you fund your study and living costs?

Self-funded:

Sponsored by family / government / institution / employment:

Other:

Other funding details:

Accommodation

Would you like to receive information about an accommodation scholarship for commencing international students?

Personal Statements

Previous

Save & Exit

Next

Have you attached supporting documents?

Have you remembered to attach **CERTIFIED COPIES** of your supporting documents? Please be advised that we cannot assess your application until these are provided.

Yes

No



Applying for: Bachelor of Business

Declaration

- I declare that the information submitted with this Application Form is true and complete. I further declare that any tertiary academic results submitted are a complete record of all results that I have obtained from every tertiary institution I have attended.
- I acknowledge that failure to disclose my academic record may result in the University revoking an offer or terminating my studies at any stage.
- I authorise the University to seek verification of my academic and professional qualifications and work experience. I understand that the University reserves the right to inform other tertiary institutions and regulatory agencies if any of the material presented to support my application is found to be false.
- I understand that at the time of enrolment I will be required to supply originals of all documents used to support this application.
- I acknowledge that the University reserves the right to alter any program, course, admission requirement or fee without prior notice.
- I understand that the personal information I have provided may be released to government agencies as required by law. I further understand that it may be disclosed to third parties for the purpose of progressing my application.
- I acknowledge that I have read and understand the description of program/s that I am applying for on the Federation University Australia website.
- I authorise the University to access the Australian Immigration Visa Entitlements Verification Online (MEVO) system at any time to obtain information on my visa status.
- I declare that I am a genuine temporary entrant and genuine student and that I have read and understood conditions relating to these requirements. border.gov.au
- I am aware of the tuition and living costs of my stay in Australia and have the financial capacity to meet such costs for the duration of my program. I will make timely payments of any fees or associated costs.



Yes, I accept No, I do NOT accept

Previous Pay & Submit Application



Application Fee Payment

Applying for: Bachelor of Business

An application fee of \$25.00 AUD is required before your application will be submitted for assessment. The fee includes GST, and is non-refundable.

You can pay now by Credit Card, or if you have a fee waiver code you can skip payment by entering it here.

Alternatively you can logoff and return later stage to make payment.

Note that your application will not be submitted nor assessed until payment is made.

Fee Waiver Code

If you have a fee waiver code please enter it below then click Waive Payment.

Fee Waiver Code:

Waive Payment

Credit Card

Pay using Credit Card. You will be redirected to make payment securely through ANZ eGate.

All major credit cards are accepted.

Pay with Credit Card



Application Submitted

Congratulations! Your application to study with Federation University Australia (FedUni) has been submitted.
Your application number is

Application Details

Admit Term: Semester 1, 2018
Program: Bachelor of Business
Major: Management & HRM
Location: Ballarat - Mt Helen

What happens now?

Your application will be forwarded to the relevant Selection Officer for assessment. Should your application be successful, you will receive an offer letter to the email address that you have provided in your application.

An email will be sent to you outlining your application.

To find out more about the services available at FedUni, visit our website at: <http://federation.edu.au/future-students>

If you want to create another application click the button below.

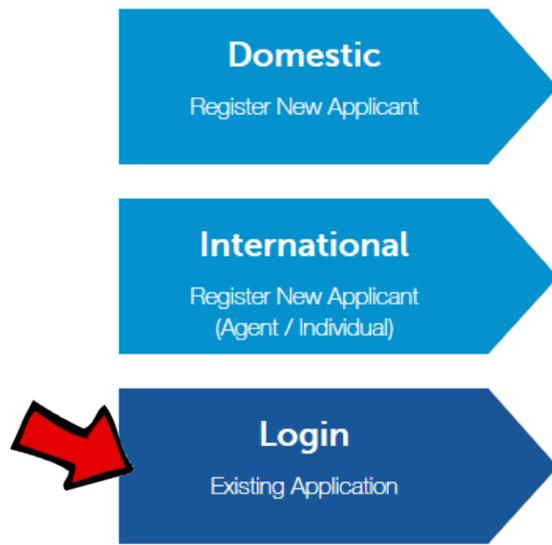
[Apply for another program](#)

Make sure that you get to this screen to confirm your application has been submitted.

We are unable to access partially completed applications that have not been submitted.

Login to an existing application

<https://apply.federation.edu.au/>



Application Centre Login

Email or Username ⓘ

Password

Login

[Sign Up / Register](#)

- If you wish to complete an application you paused partway through, please login here
- If you're submitting a second application for yourself (eg. if you do not get your first preference), please login here
- Your username will be your email address