



Social and Community Welfare Course Administration Form 2009

OFF-CAMPUS STUDY

IMPORTANT: This form must be completed and returned with your 2009 Application for Admission.

COURSE YOU ARE APPLYING FOR:	
Note: if you are applying for more than one course please number in order of preference	
<input type="checkbox"/> Bachelor of Social and Community Welfare <input type="checkbox"/> Bachelor of Arts (Psychology) / Bachelor of Social and Community Welfare <input type="checkbox"/> Associate Degree in Social & Community Welfare	<input type="checkbox"/> Bachelor of Arts/ Bachelor of Social and Community Welfare <input type="checkbox"/> Bachelor of Arts (Journalism)/ Bachelor of Arts Social and Community Welfare
<p>Have you also applied for an on-campus position in a Social & Community Welfare course through VTAC?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	
ARE YOU APPLYING FOR:	
<input type="checkbox"/> First year entry <input type="checkbox"/> Upgrade from Associate/Diploma to Bachelor of Social and Community Welfare	<input type="checkbox"/> Transfer from another course <input type="checkbox"/> Other, please specify _____ _____

PERSONAL DETAILS		
Mr Mrs Miss Ms	Surname _____ Other Names _____	Date of Birth _____ Age at 1/1/2009 _____
Mailing Address		
Telephone numbers Business hours	After hours	Mobile
Current Occupation		

<p>HIGHEST EDUCATIONAL LEVEL ATTAINED AND YEAR OF COMPLETION (eg. VCE, TAFE, University) <i>Mature Age Applicants</i> - You must have achieved VCE or equivalent (eg. TAFE Certificate IV). Please refer to the requirements at the Off-campus Learning website - www.monash.edu/offcampus.</p>
<p>ANY OTHER EDUCATIONAL COURSES STARTED, IN PROGRESS OR COMPLETED, INCLUDING DATES OF STUDY (supporting documents to be supplied)</p>
<p>CREDITS APPLIED FOR IN SOCIAL AND COMMUNITY WELFARE (Note: Previous studies, at tertiary level, should be listed below, including name of institution and year completed, and certified copies of course outlines or handbook entry attached to your application).</p>
<p>DETAILS OF ANY PREVIOUS WELFARE WORK EXPERIENCE, INCLUDING A DESCRIPTION OF THE POSITION, DATES AND LENGTH OF TIME: (including voluntary).</p>
<p>OTHER WORK EXPERIENCE: (Approx dates, length of time and description of job).</p>
<p>LIST MEMBERSHIP WITH ANY GROUPS/ ORGANISATIONS/ CLUBS:</p>

PLEASE LIST ANY PARTICULAR REASONS OR LIFE EXPERIENCES WHICH HAVE LED TO YOUR DECISION TO ENTER THE SOCIAL WELFARE FIELD?

WHAT QUALITIES DO YOU HAVE WHICH YOU BELIEVE COULD BE ENHANCED BY DOING THIS COURSE?

WHERE DID YOU FIND OUT ABOUT THIS COURSE?

- Friends Open Day Newspaper Advertisement
 School Careers Counsellor Other (Please specify)

REFEREES

Please give names and telephone numbers of two people who we can contact to act as referees for your application. They should be people who know you well and can tell us about your interest and motivation in doing the course.

REFEREE 1 Name _____ Occupation _____ Telephone _____	REFEREE 2 Name _____ Occupation _____ Telephone _____
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HAVE YOU CAREFULLY READ ALL THE INFORMATION REGARDING THIS COURSE IN THE OFF-CAMPUS GUIDE?

IN PARTICULAR:

- Two compulsory attendances at residential schools at Gippsland Campus for off-campus students. *The compulsory residential schools and other weekend schools offered throughout the course are a fine opportunity to meet with other students and staff. **You will need to consider your travel, work-release, child care etc. Please discuss with your family and/ or employer any arrangements you will need to make.***
- Participation in an area study group for at least one Welfare unit.
- Field education placements. One of 16 days and one of 60 days duration.

WHEN YOU ACCEPT AN OFFER IN A SOCIAL AND COMMUNITY WELFARE COURSE YOU WILL BE REQUIRED TO FULFILL THE ABOVE COMMITMENTS.

ALL APPLICANTS MUST COMPLETE THIS SECTION

The information on this form is collected for the primary purpose of assessing your application for admission to the Bachelor of Social and Community Welfare. Other purposes of collection include the creation of an enrolment record on the student database, sending you any necessary correspondence and to prepare statistical analyses. If you choose not to complete all the questions on this form, it may not be possible for the Faculty of Arts to assess your application. You have a right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact the University Privacy Officer on 9905 6011.

I declare that the information supplied on this form and information given in support of my application is correct and complete.

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Signature

.....
Date

Applicants may be shortlisted for a further selection process on the basis of information contained in this form.

Students should return this form along with their Off-campus Learning application form and supporting documents to:

School of Humanities, Communications and Social Sciences
Monash University
Northways Road
CHURCHILL VIC 3842