

# STUDY ABROAD SHORT-TERM APPLICATION FORM

## 1. Personal Details

Student Number: \_\_\_\_\_ Preferred Title (Mr / Mrs / Ms etc): \_\_\_\_\_  
 Surname (as per Passport): \_\_\_\_\_  
 Given Name/s: \_\_\_\_\_ Date of Birth (dd/mm/yy): \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 Gender (Male/Female/Other): \_\_\_\_\_ Are you an International Student?  Yes  No  
 Nationality: \_\_\_\_\_ Passport Country of Issue: \_\_\_\_\_  
 Passport Number: \_\_\_\_\_  
 USQ Email: \_\_\_\_\_ Personal Email: \_\_\_\_\_

## Address Information

### Home Address:

Number and Street: \_\_\_\_\_  
 City: \_\_\_\_\_  
 State: \_\_\_\_\_  
 Country: \_\_\_\_\_  
 Zip/Postcode: \_\_\_\_\_  
 Mobile Phone: \_\_\_\_\_  
 Home Phone: \_\_\_\_\_

### Mailing Address if different from home:

Number and Street: \_\_\_\_\_  
 City: \_\_\_\_\_  
 State: \_\_\_\_\_  
 Country: \_\_\_\_\_  
 Zip/Postcode: \_\_\_\_\_

Do you have a disability, impairment or long term medical condition, which may affect your studies?

Yes  No

If yes, please specify \_\_\_\_\_

## Emergency Contact Details

Name: \_\_\_\_\_  
 Mobile Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
 Relationship to Student: \_\_\_\_\_ Email: \_\_\_\_\_

## 2. USQ Program Information

Campus:  Toowoomba  Springfield  Ipswich  Online/External

Program Code: \_\_\_\_\_

Program Title: \_\_\_\_\_

Majors: \_\_\_\_\_ Minors: \_\_\_\_\_

I am studying  Full-time  Part-time

## 3. Financial Plan

The purpose of the financial plan is for students to estimate the costs associated with the Study Abroad Program. Students may be required to show evidence of financial capabilities in order to be granted a visa for some countries.

<b>Funds Available</b>	<b>AUD</b>	<b>Estimated Expenses</b>	<b>AUD</b>
Savings to date		Airfare	
Expected savings now to departure		Visa	
Family/Other contributions		Travel/Medical insurance	
Centrelink		Accommodation	
OS Help (if eligible)		Living costs (food etc)	
New Colombo Plan (if eligible)		Transport	
USQ International Grant			
Scholarships/other – please specify		Other – please specify	
<b>Total funds available</b>		<b>Total estimated expenses</b>	

## 4. Proposed Program and Study Plan

Host Institution name and Country: \_\_\_\_\_

Program Name: \_\_\_\_\_

Program Dates: \_\_\_\_\_

<b>Host Institution Course Details</b>			<b>USQ</b>	<b>Faculty/Department</b>	
Course Code	Unit Title	Semester	Course Code	USQ Credit Points	Faculty Approval

## 5. Faculty Approval (to be completed by your Faculty)

The Faculty of \_\_\_\_\_ does approve this applicant to participate in the study abroad program.

Name: \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_\_\_ Signature: \_\_\_\_\_

## 6. Student Checklist and Signature

- I have adequate financial resources to enable me to participate in an overseas study experience.
- The information provided, to the best of my knowledge, is correct and complete.
- Approval of my overseas study experience is dependent on USQ International, my host institution and is subject to immigration clearance from the host country. As I am responsible for all immigration issues, I have sought information about how to obtain a student visa to enter the host country.
- Withdrawing from the overseas study program without authorisation from USQ International may result in me being required to repay all or part of any grant paid to me, as determined by USQ International.
- Upon completion of my overseas study program I may be contacted by the University of Southern Queensland to provide a written report and photos or video.
- I understand that if I vary my enrolment I must seek approval for these changes. If I do not get approval, I understand I may not receive credit for my studies overseas.
- I may be required to apply for a credit transfer upon completion of my overseas study program.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_ / \_\_\_ / \_\_\_\_\_

Please return this completed form to **studyabroad@usq.edu.au**.

## 7. Privacy Policy

USQ collects your information for the purpose of providing products and services selected by you through your learning journey. Not all information is personal information under the *Privacy Act 2009* (Qld). To comply with legal and administrative obligations information may be disclosed to Commonwealth and State agencies.

Personal information will not be disclosed to third parties, other than approved educational services agents, partners or organisations who provides sponsorship to you for your studies, without your consent unless required or permitted by a law. Where we disclose to a third party we endeavour to ensure they are bound by the same requirements as USQ with respect to your personal information. Transfer of personal information outside Australia may occur.

You have the right to access your personal information and if you wish to inquire about the handling of, or seek access to your personal information, you can contact the USQ Privacy Officer (privacy@usq.edu.au).