



Honours Application Form



Student ID:

If previously enrolled at Monash University

Application for entry into honours degrees

The closing date for all applications is the last day of November. A separate application form must be submitted for each degree.

Personal details

Title _____ Family/Surname _____ Male Female

Given names _____ Date of birth _____

Address _____

Suburb _____ Postcode _____

Work phone _____ Home phone _____ Fax _____

Mobile phone _____ Email _____

Are you applying for part-time OR full-time? Part-time Full-time Are you an Australian or New Zealand citizen? Yes
No → Do you hold Australian Permanent Residency? Yes No

Faculty schools offering honours degrees

| School | Course code | Honours degree name |
|------------------------|-------------|--|
| Berwick School of IT | 3336 | Honours degree of Bachelor of Information Technology and Systems |
| Caulfield School of IT | 3336 | Honours degree of Bachelor of Information Technology and Systems |
| Clayton School of IT | 3335 | Honours degree of Bachelor of Business Information Systems |
| | 1608 | Honours degree of Bachelor of Computer Science |
| Gippsland School of IT | 3336 | Honours degree of Bachelor of Information Technology and Systems |

Study details

Honours degree into which you seek entry _____

In (campus) _____ School of Information Technology Course code _____

Specific area of interest for honours study:

Have you discussed the area of interest with a potential supervisor? Yes No

If Yes, name of potential supervisor _____

Academic record details (including your current degree)

Applicants from outside the faculty must supply certified documentary evidence of their academic record, including a statement to the effect that they have completed all the requirements for a pass degree before this application will be processed. Faculty approval must be granted to eligible applicants from outside the faculty before a full offer can be made.

Complete official transcripts of academic record, including failures, if any, MUST accompany this application. Partially completed work, partial degrees or diplomas must also be included, (even if from Monash).

If you are completing your Bachelor Degree (three-year) in semester two (by December), you must attach all your results including your semester one results.

| Name of degree or other qualification held | Name of awarding institution | Year completed |
|--|------------------------------|----------------|
| | | |
| | | |
| | | |

I certify that the above information provided by me is true and complete.

I acknowledge that Monash University reserves the right to vary or reverse any decision regarding admission made on the basis of incorrect or incomplete information.

Signature of applicant _____ Date _____

Office use only

Head of School

1. I certify that (tick as appropriate):

- the applicant is eligible for an offer,
or
 an offer is not recommended for this applicant.

2. OFFER: I certify that (tick as appropriate):

- the applicant has the relevant knowledge and that adequate supervision and facilities are available,
and
 the applicant has achieved a minimum credit average in a relevant three-year bachelor degree with a distinction average in third year IT units or equivalent and is accordingly accepted as a full-time candidate, or as a part-time candidate, subject to compliance in all respects with the honours regulations;
or
 although the applicant has not achieved the above results, I nevertheless recommend admission to candidature on grounds as attached.

3. CONDITIONAL OFFER: I certify that (tick as appropriate):

- the applicant has the relevant knowledge and that adequate supervision and facilities are available,
and
 subject to the applicant achieving a minimum of credit average with a distinction average in third year IT units or equivalent in a relevant three year bachelor degree and the conditions below being satisfied, the applicant will accordingly be accepted as a full-time candidate, or as a part-time candidate, provided there is compliance in all respects with the honours regulations; Conditions to be satisfied:

Head of School signature (or nominee) _____ Date: _____

Dean of Faculty

In the case of the applicant having not met the above criteria, I approve admission to candidature in accordance with Monash Regulations.

Dean's signature (or nominee) _____ Date: _____

Privacy statement

The information on this form is collected for the primary purpose of assessing your application. Other purposes of collection include attending to administrative matters, statistical analyses and corresponding with you. If you choose not to complete all the questions on this form, it may not be possible for the Faculty of Information Technology 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.

The completed application and relevant attachments should be returned to the Faculty of Information Technology at your intended home campus.

Berwick School of IT

Monash University
Clyde Road
Berwick, Victoria 3806
Telephone +(61 3) 9904 7124
Fax +(61 3) 9904 7125

Caulfield School of IT

Monash University
Level 6, Building H
900 Dandenong Road
Caulfield East, Victoria 3145
Telephone +(61 3) 9902 6011
Fax +(61 3) 9903 2745

Clayton School of IT

Monash University
Ground floor, Building 63
Wellington Road
Clayton, Victoria 3168
Telephone +(61 3) 9905 5770
Fax +(61 3) 9905 3054

Gippsland School of IT

Monash University
Northways Road
Churchill, Victoria 3842
Telephone +(61 3) 9902 6835
Fax +(61 3) 9902 6842