



STUDY ABROAD APPLICATION

PERSONAL DETAILS

STUDENT NUMBER: _____

FAMILY NAME: _____

GIVEN NAME: _____

DATE OF BIRTH: _____

GENDER: MALE FEMALE

INTERNATIONAL STUDENT: YES NO

CITIZENSHIP OR PERMANENT RESIDENCY: _____

PASSPORT NUMBER: _____

PASSPORT ISSUE DATE: _____

PASSPORT EXPIRY DATE: _____

STREET ADDRESS: _____

SUBURB: _____

STATE: _____

POSTCODE: _____

EMAIL: _____

PHONE/MOBILE: _____

EMERGENCY CONTACT DETAILS

FULL NAME: _____

ADDRESS: _____

PHONE/MOBILE: _____

RELATIONSHIP: _____

APPLICATION DEADLINE

Student to complete

OFFICE USE

APPLICATION RECEIVED: _____

APPLICATION NUMBER: _____

ACADEMIC DETAILS

CURRENT QUALIFICATION: _____

COMMENCEMENT DATE: _____

EXPECTED COMPLETION DATE: _____

REFEREE 1 NAME: _____

CONTACT DETAILS: _____

REFEREE 2 NAME: _____

CONTACT DETAILS: _____

Please provide written references for the referees above and note that one must be a teacher that is not your study tour leader.



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STUDY ABROAD PROGRAM DETAILS

TYPE OF PROGRAM (select one)

STUDY TOUR INTERNSHIP EXCHANGE

PROGRAM NAME: _____

PROGRAM DATES: _____

PROGRAM LOCATION: _____

PARTNER INSTITUTE: _____

HOW DID YOU HEAR ABOUT TQB STUDY ABROAD

- | | |
|---------------------|------------------|
| INFORMATION SESSION | TEACHER |
| FACEBOOK | ORIENTATION WEEK |
| WEBSITE | EMAIL |
| POSTER | WORD OF MOUTH |

ARRANGEMENTS FOR STUDENTS WITH DISABILITIES

Should you have a medical condition or disability that would result in requiring assistance overseas, please provide a brief statement with your application (no more than 100 words) outlining what assistance you may require. This information will be kept confidential and will not affect the application selection process.

ARRANGEMENTS

Most programs are built around a contribution from students and grant funding. Please visit the Study Abroad webpage under the program of choice for specific program costs however the figures below are indications of costs associated with various Study Abroad programs:

- **\$2,500 - \$5,000** Short-term study abroad program (2 – 4 weeks)
- **\$6,000 - \$10,000** Long-term study abroad program (5 weeks – 6 months)

SCHOLARSHIPS

TAFE Queensland Brisbane may offer a number of scholarships for students who wish to study abroad. As each scholarship may have different eligibility requirements and application processes, check the TAFE Queensland Brisbane website regarding further scholarship information.

VOCATIONAL EDUCATION AND TRAINING OUTBOUND MOBILITY GRANTS

All applicants who have submitted the required documents by the application deadline will automatically be considered for the Department of Education Outbound Mobility grants that may be available, dependent on the program. Check if the Study Abroad Program you are applying for has a grant option available on the relevant program fact sheet.

Please note that you must be an Australian citizen or Australian permanent resident to be eligible to receive a grant

FINANCIAL PLAN

(PLEASE COMPLETE – INTERNSHIP AND EXCHANGE PROGRAMS ONLY)

The costs associated with internship and exchange program will vary depending upon exchange rates, living costs, accommodation and the location of your exchange. To assist you in preparing for an internship program, please research

AVAILABLE FUNDS	AUD \$	EXPENSES	AUD \$
Savings to date		Airfare	
Additional savings at time of departure		Student visa (if required)	
Centrelink		Travel/health insurance	
Family/other contributions		Accommodation	
Scholarships/grants		Living costs (food, etc)	
Other		Accident insurance (specified internship programs only)	
		Other	
TOTAL		TOTAL	



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STUDENT STATEMENT

Please provide a written response to the criteria below, between 150 to 200 words in length per question and attach to your application. The statement must be typed, signed and dated with your student number and name included.

- What do you know about the country you are travelling to? Do you see any challenges travelling to these places and how do you expect to overcome those challenges?
- Given your knowledge about your industry what trends or new developments might you be able to look at or compare while undertaking this experience?
- What impact do you think the experience will have on you and your future work / career?
- If you are successful, you will be participating as a TAFE Queensland Brisbane student and representing yourself, TAFE Queensland (and Australia). How do you see your participation in this program will need to reflect this?
- If you are selected you will become part of a team. Can you provide an example of when you have been required to work as part of a team and what is required to make this work?

PRIVACY STATEMENT AND CONSENT TO RELEASE PERSONAL INFORMATION

PRIVACY STATEMENT

TAFE Queensland Brisbane is collecting the information on this form in accordance with the Information Privacy Act 2009 as part of this Program. Only authorised TAFE Queensland Officers shall have access to this information and will only be used for administrative and educational purposes. Your personal information shall not be disclosed to any other third party without your consent, unless authorised or required by law.

CONSENT TO RELEASE PERSONAL INFORMATION

- I consent to the disclosure of the personal information that I provide on this application (including attachments) and information relevant to my studies while participating in the program to my nominated Next of Kin, emergency contact or delegate.
- I consent to the disclosure of the personal information that I provide on this application (including attachments) and relevant information to my studies to the identified overseas partner associated with the Study Abroad program I am applying for.

STUDENT DECLARATION

I declare that the information presented in this application and the accompanying documentation is true and complete. I acknowledge that the provision of incorrect information or documentation relating to this application may result in cancellation of any offer of place in a study abroad program. I am aware of the likely costs associated with this program and have the necessary financial capacity to meet such costs for the duration of the study abroad program.

STUDENT: _____

SIGNATURE: _____

DATE: _____

I CONSENT FOR

WHO IS UNDER THE AGE OF 18 YEARS.

SIGNATURE: _____

PARENT/GUARDIAN NAME: _____

DATE: _____

When completed, submit the form in person, by mail or electronically to your faculty administration. Please see the page overleaf for more information.



STUDY ABROAD APPLICATION

CHECKLIST

HAVE YOU COMPLETED ALL RELEVANT ITEMS ON YOUR APPLICATION FORM INCLUDING THE STUDENT DECLARATION?

HAVE YOU INCLUDED THE STUDENT STATEMENT?

HAVE YOU ATTACHED A COPY OF YOUR CURRENT PASSPORT? (PLEASE NOTE THAT YOU MUST HAVE 6 MONTHS VALIDITY ON YOUR PASSPORT ON COMPLETION OF YOUR STUDY ABROAD PROGRAM).

FACULTY	OFFICE LOCATION	EMAIL	PHONE
Faculty of Travel and Tourism, Events and Hospitality	South Bank campus D Block, level 2 administration	CotahGeneralEnquiry.brisbane@tafe.qld.edu.au	07 3244 5871
Faculty of Business, Justice and Accounting	South Bank campus G Block, level 5 administration	Business.Brisbane@tafe.qld.edu.au	07 3244 6015
Faculty of Personal Services	South Bank campus A block, level 5 administration	Fitness.Brisbane@tafe.qld.edu.au	07 3244 6009
Faculty of Engineering	South Bank campus The Degree Hub, C block	Degrees.TAFEQueensland@tafe.qld.edu.au	07 3244 6576
Faculty of Building Design and Industry	South Bank campus H Block, level 5 administration	architecturalstudies.brisbane@tafe.qld.edu.au	07 3244 5437
Faculty of Nursing, Health and Community Services	South Bank campus B Block, level 4 administration	Nursing&AlliedHealth.Brisbane@tafe.qld.edu.au	07 3244 6189
Faculty of Creative Arts and Digital Design (Fashion and IT)	Mt Gravatt campus, B Block, level 4 administration	CreativeIndustriesandIT.Brisbane@tafe.qld.edu.au	07 3215 1694
Faculty of Creative Arts and Digital Design (Other creative arts teams)	South Bank campus E Block, level 3 administration	CreativeArts.brisbane@tafe.qld.edu.au	07 3244 5175

Locked Mail Bag 14,
South Brisbane
QLD 4101

Any applications submitted by mail should be sent to the address below, ensuring the relevant faculty name is identified.

13 72 48
tafebrisbane.edu.au

RTO 0275 | CRICOS 03020E



**MAKE
GREAT
HAPPEN**

