Applying for credit toward your Monash Arts degree for an ACICIS short-term program

Important: Before applying, please consider the following:

A. You must apply separately to both ACICIS and Monash University through the respective application forms.
B. You must be accepted by Monash University to confirm academic credit, travel insurance and any funding eligibility (including New Colombo Plan funding).

Your points of contact:

A. For enquiries about academic approval, credit, travel insurance, funding, Centrelink support letters etc: **Monash Arts Exchange**
B. For enquiries about anything ACICIS, contact **Natassia**

Still not sure who to contact? Contact **Natassia** to find out.

1 Eligibility

A. To be eligible to achieve credit toward your Monash degree, you must meet the following eligibility requirements:
- 60+ WAM at time of application
- 24 credit points achieved at time of application **and** 48 credits achieved at time of departure

You may also be required to meet additional faculty eligibility requirements

2 Tuition fees

A. You are required to pay the administration and tuition fees for your selected program upfront to ACICIS on or before the given deadlines. See the fees associated with your selected program below:
- **Indonesian Language Short Course**
- **Professional Practica**
B. Monash will not pay any portion of these fees, and they cannot be deferred to HECS.
C. You will not pay any fees to Monash during your period of study with ACICIS.
D. Instead, you will enrol into fee-free units at Monash.

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3 — New Colombo Plan Mobility Grant

There is no separate application for a New Colombo Plan Mobility Grant – instead, you are automatically considered for a grant when you submit your program application to ACICIS. Your eligibility will be assessed in collaboration with Monash upon your acceptance into the program.

You must meet the following eligibility criteria:

- Current undergraduate (Bachelor or Honours Degree) student
- Studying at an **ACICIS Member University**
- Australian citizen
- Receiving credit towards your degree for participation in this program
- Have not previously received a short-term New Colombo Plan Mobility Grant*
- Not *currently* a citizen or permanent resident of the Republic of Indonesia
- Not *previously* a citizen or permanent resident of the Republic of Indonesia

*Students are only allowed to receive **one** short term mobility grant and **one** semester-long mobility grant from the New Colombo Plan.

N.B. 70% of grant recipients (Australia-wide) must be between the ages of 18-28.

4 — Application deadlines

ACICIS Program	ACICIS Deadlines	Monash Registration Deadlines
Professional Practica	**First Round:** 1 July **Second Round (if places available):** 1 September	Within 7 days of receiving formal acceptance from ACICIS
Indonesian Language Short Course	**Summer Intake:** 1 September **Winter Intake:** 1 April	Within 7 days of receiving preliminary approval from ACICIS

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5 Application process

Step 1: Contact your Faculty Course Advisor to confirm your eligibility to receive credit towards your degree for your selected ACICIS program, credit transfer and other steps. You can find your Faculty Course Advisor **here**.

Step 2: Submit your online application at **www.acicis.edu.au/apply-now**. Application outcomes will be released approximately one month after the application deadline.

Step 3: Complete the online **ISP form** and confirm credit with the Faculty of Arts.

A. All students must obtain course advice prior to submitting their application to the Faculty of Arts. You can find out more and book an appointment through the following link: **Arts Course Advice**

B. If you wish to receive credit toward a language major or minor, or toward an *Honours* or *Master's* degree, you must obtain approval from your relevant discipline or course coordinator.

C. As the online – ISP- form only accepts **@student.monash.edu** email addresses, you will need to log out of all emails and browsers and log back in with your Monash authenticated email (i.e. your Monash student email).

D. The form will ask for the following information:

- Your personal details

- An emergency contact

- Information about your degree

- Information about your program (dates, destination etc.)

- Bank details

- Your Passport details and a copy of your Passport

- A copy of your course progression check

E. Arts Outbound Programs will respond confirming your eligibility for the program and where it will fit (i.e. discipline/elective) into your degree.

Australian Consortium for 'In-Country' Indonesian Studies
a ACICIS Secretariat, The University of Western Australia (M363), 35 Stirling Highway Perth WA 6009
t (61-8) 6488 6675   e acicis@acicis.edu.au   w www.acicis.edu.au

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Step 4: If endorsed, your ISP application must be forwarded to Monash Abroad at least <u>8 weeks prior to the commencement of the program</u>. Once processed, Monash Abroad will grant travel insurance and any grants/funding for which you are eligible. Monash Abroad will also communicate with ACICIS about your eligibility for NCP funding at this stage.

Step 5: Once you are accepted by ACICIS, please forward the acceptance letter to your faculty. Please request your faculty to enrol you in the relevant study abroad or exchange unit, as you cannot enrol yourself on WES.

6 Other Funding Options

1. OS-HELP Loan
    - You can apply for an OS-HELP Loan via the Monash Abroad **online application** if you satisfy the Australian Government's **eligibility requirements**.
    - **OS-HELP** loans for destinations in Asia can be up to $7,998. Students do not need to apply for the full amount.
2. Centrelink
    - If you are currently receiving payments from Centrelink, these may be able to continue while you are in Indonesia.
    - Read the information **here**, email **arts-exchange@monash.edu** to request a Confirmation Letter from <u>your faculty</u>, and upload to your MyGov account.
3. Monash Abroad Grants
    - You may be eligible for **funding** from Monash.
4. Other sources of funding
    - Check out Monash's comprehensive **information** about alternative sources of funding – *not all will apply to your semester with ACICIS.*

7 Results

After you have returned from your program, ACICIS will email a copy of your original transcript or certificate of completion to the Faculty of Arts Student Services. You will also receive a copy.

The Faculty of Arts will review your results for an *SFR (Satisfied Faculty Requirements)* or *N (Fail) grade*.

<u>**Please note these results do not impact your WAM.**</u>