

Applying for credit toward your Monash Arts degree for an ACICIS semester 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 Bell](#)

Still not sure who to contact? Contact [Natassia](#) to find out.

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Eligibility

- A. To be eligible to receive credit toward your Monash degree, you must be over 18 years old and have met 36 credit points at the time the program commences.
- B. Read more about Monash's eligibility requirements [here](#).

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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 – Monash will not pay any portion of these fees, and they cannot be deferred to HECS.
- B. You will not pay any fees to Monash during your period of study with ACICIS.
- C. 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 semester 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

Application Due	Semester 1 Programs (Feb – June)	Semester 2 Programs (Aug – Dec/Jan)
ACICIS Online Application	All Programs: 1 September (year prior)	<i>DSIP, FLIP</i> : 15 March (same year) <i>ASP, IBLIS, IRP</i> : 15 April (same year)
Monash ISP Application	Within 7 days of receiving preliminary approval from ACICIS	Within 7 days of receiving preliminary approval from ACICIS

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Application process

Step 1: Submit your online application at www.acicis.edu.au/apply-now. You will be issued with a preliminary approval into your chosen program and will receive further instructions regarding the next steps involved.

Step 2: Email arts-exchange@monash.edu to receive the link to complete Monash's online International Study Program Form (ISP) to gain Faculty approval and to receive credit for the program.

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.

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Step 4: Once you have credit confirmation from Monash, submit all required documents as requested by ACICIS to n.bell@acicis.edu.au to finalise your application and obtain full approval.

Step 5: ACICIS will notify you of the outcome of your application one month after the application deadline. If your application has been successful and you are eligible for a New Colombo Plan Mobility Grant, ACICIS will forward your application to Monash Abroad, who will contact you regarding the New Colombo Plan Mobility Grant and complimentary travel insurance.

Step 6: Arts Outbound Programs will enroll you in your relevant study abroad units. These will be visible on your WES within one hour of email confirmation. The following study abroad subject enrolment codes (6 pts each) apply for your semester abroad with ACICIS:

- **ASA3001** : ARTS STUDY ABROAD – ACICIS, Indonesia (min. 6 pts for semester programs)
- **ASA3002** : ARTS STUDY ABROAD – ACICIS, Indonesia
- **ASA3003** : ARTS STUDY ABROAD – ACICIS, Indonesia
- **ASA3004** : ARTS STUDY ABROAD – ACICIS, Indonesia (max. 24 pts for semester programs)

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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 [your faculty](#), 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.*

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7 Results

Once you have returned from your Semester abroad 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*.

Please note these results do not impact your WAM.