

ACICIS' Law Programs: Applying for credit toward your Monash Law degree

Important: Before applying, please consider the following:

- A. You can receive credit towards your Law degree for the following ACICIS programs:
 - 1. **Indonesian Business, Law and Society (IBLS)** semester-long program
 - 2. **Law Professional Practicum (LPP)** summer work-based program
- B. You must apply separately to both ACICIS and Monash University through the respective application forms.
- C. You must be accepted by Monash University to confirm academic credit, travel insurance and any funding eligibility (including New Colombo Plan funding).
- D. Students applying for the LPP are reminded that they are applying for the program as a whole, **not** a placement with a specific host organisation. Please read all the information [here](#) very carefully. Placement is determined based on a combination of:
 - 1. Availability of placements with and tasks at particular hosts
 - 2. Your academic exposure to law and legal studies (i.e. subjects taken at Monash)
 - 3. Your professional exposure to law (i.e. paid work, internships, volunteering, etc)
 - 4. Your nominated referee's assessment of your capabilities in a professional capacity
 - 5. Competition with other students in the LPP

Your points of contact:

- A. For enquiries about academic approval and credit, contact [Ask.Monash](#)
- B. For enquiries about travel insurance, funding, Centrelink letters etc, contact: [Monash Abroad](#)
- C. For enquiries about anything ACICIS, contact Natassia - n.bell@acicis.edu.au

Still not sure who to contact? Contact Natassia - n.bell@acicis.edu.au to find out.

1

Eligibility

To be eligible to achieve credit toward your Monash Law degree, you must have completed 48 credit points of law study, equivalent one full year of law studies with a minimum Law WAM of 60% at the time of application.

- A. Read more about Monash's eligibility requirements [here](#).

ACICIS' Law Programs: Applying for credit toward your Monash Law degree

2 Tuition Fees and Enrolment

- 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.
- [Fees for the IBLs](#)
 - [Fees for the LPP](#)
- B. Students are not charged any University fees and are enrolled in a specific Law Study Abroad unit/s.

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 New Colombo Plan Mobility Grant of the same type*
- 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.

ACICIS' Law Programs:
Applying for credit toward your Monash Law degree

4

Application deadlines

ACICIS Program	ACICIS Application Deadlines	Monash Application Deadlines
Indonesian Business, Law and Society Program (IBLS)	Semester 1: September 1 st (year prior) Semester 2: April 15 th (same year)	**Monash Students first need to check their eligibility to apply for the ACICIS programs before the ACICIS application deadlines Within 7 days of receiving preliminary approval from ACICIS
Law Professional Practicum (LPP)	Round 1: July 1 st (year prior) Round 2: September 1 st (year prior – if places available)	**Monash Students first need to check their eligibility to apply for the ACICIS programs before the ACICIS application deadlines Within 7 days of receiving preliminary approval from ACICIS

5

Application process

If you meet the eligibility criteria listed in section 1 in this guide, you can commence your ACICIS and Monash University applications with the following steps:

Step 1: Submit your online application at www.acicis.edu.au/apply-now.

- A. IBLS applicants will be issued with a provisional acceptance into the program if requirements are met and will receive further instructions regarding the next steps involved.
- B. LPP applications will receive a confirmation of application (note: not approval) and will receive further instructions regarding the next steps involved.
- C. Information about the supporting documents required for each program application are noted in the 'Useful Information' guides here: www.acicis.edu.au/apply-now.
- D. The LPP requires a signed University Approval Form. This must be signed by Law Student Services. Submit the form via Ask.Monash requesting Faculty approval to have the LPP accredited towards your Law degree.

ACICIS' Law Programs: Applying for credit toward your Monash Law degree

Step 2: Complete Monash's [International Study Program Form \(ISP\)](#) to gain Faculty approval and to receive credit for the program.

- A.** All students must obtain course advice prior to submitting their application to the Faculty of Law. You can see information about contacts and how to request advice [here](#).
- B.** 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
- C.** A member of the Faculty of Law Student Services team will respond confirming your eligibility for the program and where it will fit (i.e. discipline/elective) into your degree.

Step 3: 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 approximately one month after the deadline.

- A.** ACICIS will contact Monash regarding your NCP eligibility upon your acceptance into the program.
- B.** You are required to follow up with your faculty to ensure you have completed all required enrolment tasks for Monash University.

ACICIS' Law Programs: Applying for credit toward your Monash Law degree

6 Other Funding Options

1. OS-HELP Loan
 - You can apply for an OS-HELP Loan through [Monash Abroad](#) 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](#), 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.

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 Law Student Services. You will also receive a copy.

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

Please note these results do not impact your WAM.