



For UWA Students applying for ACICIS programs

Important:

Before applying for an ACICIS program at www.acicis.edu.au/apply-now, please consider the following:

1 Contacts

- For queries about academic credit, travel insurance or concur registration, contact your [Student Advising Office via askUWA](#)
- For questions about OS-HELP Loan applications or the UWA Overseas Study Grant, contact the [Global Learning Office via askUWA](#)
- For queries about centrelink support letters, contact Meg at m.mcpherson@acicis.edu.au
- For any questions about ACICIS, the programs on offer in Indonesia, and the New Colombo Plan, contact Meg at m.mcpherson@acicis.edu.au

2 Tuition fees

All students* will be required to pay for the administration fees/tuition fees for the ACICIS program directly to ACICIS. You will not be enrolled into HECS-HELP units at UWA, but instead, you will receive advanced standing credit upon return of your program.

**For Flexible Language Immersion Program Students Only*

If you are undertaking Indonesian language study for a semester in Indonesia, then you will enroll in the relevant UWA codes: INDO2802 (12 points), INDO02801 (24 points), INDO3802 (24 points). Students enrolling in the 24 point units will not have to pay the ACICIS tuition fee, as this will be covered by HECS-HELP. **Please note, only students enrolled in an Indonesian major will be able to take this option.**

**For UWA - WILG Students Only*

If you are undertaking the ACICIS program and gaining credit towards a Work Integrated Learning Unit (WILG code), you will be enrolled in the unit and will be requested to provide extra assessments here at UWA to receive credit.

3 New Colombo Plan (NCP) Mobility Grant

There are a number of [New Colombo Plan Mobility Grants](#) available to support eligible students on ACICIS Programs. To apply for this funding, students need to apply for the program. There is no



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separate application process. ACICIS and UWA will work together to assess your eligibility 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](#) – YES, UWA is a [member university](#);
- Australian citizen;
- Receiving credit towards degree for participation on the overseas program;
- Have not previously received a short-term NCP grant before;*
- Not currently a citizen or permanent resident of the Republic of Indonesia.

*Students can only receive one short-term mobility grant and one semester-long mobility grant from the New Colombo Plan during their degree.

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

4 Other Funding (optional)

1. OS-HELP Loan

This is an interest free Australian Government loan that UWA applies to your HECS-HELP debt. The loan is available to all students on a Commonwealth Supported Place. Students can take out the loan, in full, twice during their student career.

- o You can apply for an [OS-HELP loan](#) through UWA if you satisfy the eligibility requirements.
- o OS-HELP loans for desinations in Asia (that includes Indonesia) can be up to \$8,149 in 2019. 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.

- o Read the information [here](#), and request a letter from Meg at ACICIS/UWA to upload to your MyGov account.

3. UWA Overseas Study Grant

If you are ineligible for the NCP funding, UWA offers students an overseas study grant. Read more about this funding [here](#) and apply by the required deadlines.

5 Application deadlines

Program	Application Deadlines
Semester Abroad	January-June (Semester 1): 1 September (year prior)
	August-December (Semester 2): 15 April (same year)



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Professional Practica'	First Round: 1 July (year prior) Second Round (if places are available): 1 September (year prior)
Public Health Study Tour	Winter Abroad: 1 April (same year) Summer Abroad: 25 August (same year)
Indonesian Language Short Course	Winter Abroad: 1 April (same year) Summer Abroad: 1 September (year prior)

6 Application process

Step 1: Register your interest with ACICIS Study Indonesia

- A. Email the ACICIS Secretariat at enquiries@acicis.edu.au or call 08 6488 6675.

Step 2: Contact your Student Advising Office via askUWA

- A. When you contact the office, they need to know the following information:
 - a. When you plan to undertake study in Indonesia
 - b. At what institution/organization you plan to undertake study
 - c. How many credit points you plan to complete (6, 12 or 24 points)
 - d. What type of units you plan to complete (language, public health, agriculture, science, etc.)
 - e. Description of unit/s you plan to complete: Submit the ACICIS program outline here.

See examples of what to send through to the Student Advising Office on page 5/6 of this guide

- B. Once you have received confirmed that you have space in your degree, and that you will receive credit for your participation in the program, continue with your ACICIS application.

Step 3: Submit your application to ACICIS Study Indonesia

- A. Start your [online application](#) for the ACICIS program.
- B. Request the Student Advising Office to sign the ACICIS' [University Approval Form](#), which you can download as part of the online application.
(*note* semester abroad applicants will need to request this form from the ACICIS office: enquiries@acicis.edu.au)
- C. Submit your application once you have completed all fields in the form.
- D. Students eligible to receive a New Colombo Plan grant will be considered as part of this application process.



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- E. Students will receive the outcome of their ACICIS application within one month of the ACICIS Application closing deadline, and students will be notified if they will be awarded a New Colombo Plan grant.

Step 4: Before you depart

- A. The Student Advising Office will send through a Travel Approval Form that students will need to complete and send back to the office.
- B. Students must also register with Concur before they leave on the program.
- C. UWA no longer requires students to book their travel for study abroad experiences through a preferred UWA provider. You can book your flights externally, but you will be required to register your itinerary on Concur.
- D. ACICIS will host a pre-departure information session prior to your departure. This is a non-compulsory event but offers the opportunity to meet other students on your program. All pre-departure information will be provided to students via email.

7 Credit options

Semester Abroad: up to 24 points
Professional Practica': up to 12 points
Public Health Study Tour: 6 points
Indonesian Language Short Course: 6 points

9 Travel Insurance

UWA students will be covered by the UWA travel insurance. To be covered, students must complete the Travel Approval Form and register their travel with Concur.

For any questions regarding travel insurance and Concur, please contact your Student Advising Office.

10 Results

Once you have returned from your ACICIS program, ACICIS will submit a copy of the original transcript and/or certificate of completion documents to the Student Advising Office and to each individual student via email. **Please note, completing a program in or close to your final semester of study may delay your graduation ceremony.**



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Example of askUWA Request: [Agriculture Semester Program](#):

I would like to undertake the Agriculture Semester Program in Semester 2, 2020 at Bogor Agricultural University in Indonesia through ACICIS.

I would like to complete 24 credit points, and I plan to complete the following subjects (if possible):

AGH250 Seed Science and Technology
AGH330 Fundamental of Plant Biotechnology
PTN307 Pests and Diseases of Food and Horticultural Crops
BIO373 Indonesian Ethnobotany
Tropical Biodiversity Conservation

If these subjects do not fit in my degree, can I have some guidance on what will work?

Please find attached a copy of the curriculum outline, or linked [here](#).

Example of askUWA Request: [Flexible Language Immersion Program](#):

I would like to undertake the Flexible Language Immersion Program in Semester 2, 2020 at Gadjah Mada University in Indonesia through ACICIS.

I would like to complete 24 credit points, and I plan to complete the intermediate level in Indonesian Language.

Please find attached a copy of the curriculum outline, or linked [here](#).



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Example of askUWA Request: [Business Professional Practicum](#):

I would like to undertake the Business Professional Practicum in January/February 2021 at Atma Jaya University in Indonesia through ACICIS.

I would like to complete 6 credit points, and the type of units are in business.

Please find attached a copy of the course outline, or linked [here](#).

Example of askUWA Request: [Public Health Study Tour](#):

I would like to undertake the Public Health Study Tour in July 2020 in Indonesia through ACICIS.

I would like to complete 6 credit points, and the type of unit is in Public Health.

Please find attached a copy of the course outline, or linked [here](#).

Example of askUWA Request: [Indonesian Language Short Course](#):

I would like to undertake the Indonesian Language Short Course – Session 1 in January 2021 in Indonesia through ACICIS.

I would like to complete 6 credit points, and the type of unit is in Indonesian Language.

Please find attached a copy of the course outline, or linked [here](#).