Applying for an ACICIS Short Term Program at The University of Melbourne

Important: Before applying at *acicis.edu.au/apply-now*, please consider the following:

1. Eligibility for credit

To be eligible to receive credit toward your University of Melbourne degree for an ACICIS program, you must have successfully completed:

- at least one study period (minimum 37.5 points) <u>before</u> departure (UNDERGRADUATE)
- at least one study period (minimum 12.5 points) <u>before</u> departure (GRADUATE)

The University of Melbourne eligibility criteria available at:

https://students.unimelb.edu.au/your-course/study-overseas/explore-study-programs/short-term-programs

2. Fees

ACICIS fee arrangements fall under the "fee-paying" classification. You can read more at the link above. In summary, you <u>will not pay fees to the University of Melbourne</u> for the credit received for your chosen ACICIS program. You will enroll in a non-fee generating placeholder subject (to maintain your enrolment) and will instead <u>pay fees directly to ACICIS</u>.

You can read more about ACICIS fees and other associated costs (i.e. travel and in-country expenses) at the below links:

- Fees and costs for summer Professional Practicum programs:

  https://www.acicis.edu.au/programs/practicum/costs/
- Fees and costs for summer/winter Indonesian Language Short Course:

  https://www.acicis.edu.au/programs/tour/indonesian-language-short-course-ilsc/costs-ilsc/

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NOTE:

Participation in this program for credit requires approval by The University of Melbourne.

If you are refused credit by The University of Melbourne and consequently decide not to participate in the program, you may still be liable for any fees already paid to ACICIS.

3. New Colombo Plan Mobility Grant

New Colombo Plan (NCP) Mobility Grant funding is available to support <u>undergraduate</u> students undertaking overseas study in the Indo-Pacific region. NCP funding is available for all ACICIS programs.

There is no separate application for a New Colombo Plan Mobility Grant. You will indicate your preference to be considered for a Grant within your program application to The University of Melbourne. If you are eligible for the Grant (i.e. meet all eligibility criteria, as per the below) and there are sufficient Grants available, you will be awarded the Grant by the University of Melbourne.

New Colombo Plan Mobility Grant Eligibility Criteria:

- ✓ Australian citizen
- ✓ enrolled in an on-shore Australian University throughout the duration of the Mobility Project
- ✓ be undertaking the Mobility Project (ACICIS Program) as part of credit towards your degree
- ✓ be undertaking a Bachelor Degree or Bachelor Honours Degree at the commencement of the Mobility Project

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

4. Other Funding (Optional)

OS-HELP Loan

You can apply for an **OS-HELP** Loan through The University of Melbourne if you satisfy the **Australian Government's eligibility requirements**. OS-HELP loans for destinations in Asia can be up to $8,295 in 2020. You do not need to apply for the full amount.

University of Melbourne Grants and Scholarships

You may be eligible for funding from The University of Melbourne. Read the information **here** and direct any questions to The University of Melbourne (**https://ask.unimelb.edu.au/app/ask**).

5. Application Deadlines

The application deadlines for ACICIS and The University of Melbourne are **different**. You must apply to **both** by the respective deadlines in order to be considered for your chosen program.

ACICIS Deadlines:

The application deadlines for ACICIS can be found on the website or by contacting ACICIS directly: **enquiries@acicis.edu.au**

Practicum Dates: **https://www.acicis.edu.au/programs/practicum/dates/**

Indonesian Langauge Short Course Dates: **https://www.acicis.edu.au/programs/tour/indonesian-language-short-course-ilsc/tour-dates/**

The Univesity of Melbourne Deadlines are listed on each brochure page in the database.

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6. Application Process

Step 1: Read the University of Melbourne step-by-step guide here:

https://students.unimelb.edu.au/your-course/study-overseas/step-by-step-guides/short-term-programs/plan-your-overseas-study

At the minimum, you should:

- ✓ Check your eligibility
- ✓ Consult with your faculty for credit
- ✓ Attend an Information Session (Register here: **https://students.unimelb.edu.au/student-support/advice-and-help/student-services-workshops-and-sessions**)

Step 2: Apply to The University of Melbourne:

a. You can find ACICIS programs in The University of Melbourne database:

https://studyos.students.unimelb.edu.au/index.cfm?FuseAction=Programs.FeaturedPrograms

b. Search "ACICIS" and select your chosen program.

c. Follow the application instructions within your program brochure.

d. New Colombo Plan (and other funding) elgibiltiy and application processes are included in The University of Melbourne brochure.

Step 3: Apply to ACICIS:

a. Apply online: **https://www.acicis.edu.au/apply-now/**

b. ACICIS **does not** assess your eligibility for any funding.

c. ACICIS **does not** assess your eligibility for academic credit.

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Step 4: **Acceptance:**

Once you have obtained Study Plan approval by The University of Melbourne and been accepted into the ACICIS program, you will receive an official acceptance document from ACICIS. You will need to provide a copy of this document to The University of Melbourne.

Step 5: **Attend a Pre-departure Session:**

The University of Melbourne hosts pre-departure sessions for students. Attendance is not compulsory but is recommended. Visit **here** for more information.

ACICIS will host a pre-departure meet up for all students departing on our in-country programs. These are non-compulsory but offer the opportunity to meet other students on your program from your city. For more information contact the Secretariat (**enquiries@acicis.edu.au**).

7. Results

Six weeks after you have returned from your short-term program, ACICIS will submit a *soft-copy* of your original transcript or certificate of completion to the Global Learning team.

The grade from your ACICIS program will not impact your GPA / WAM and will show as Pass/Fail only on your transcript.

Students who require results sooner than six weeks post-program completion (i.e. for gradution or enrolment purposes) should inform the Secretariat as soon as possible (**enquiries@acicis.edu.au**).