

For Business School students only.

ACICIS' Business Professional Practicum: Step-by-step Application Guideline

Before applying, please consider the following:

- ✓ You must apply separately to both ACICIS and RMIT University through the respective application forms – outlined in detail below.
- ✓ You must be accepted by RMIT University on Mobi to confirm academic credit and any funding eligibility (including New Colombo Plan funding).
- ✓ Both Undergraduate and Postgraduate students from the Business School are eligible to receive 12 credit points towards electives upon the successful completion of the Business Professional Practicum.

Your points of contact:

- All **RMIT enquiries** can be made through the [RMIT Connect portal](#).
- For enquiries about anything ACICIS, contact **ACICIS: enquiries@acicis.edu.au**

1. Fees & Enrolment

- ACICIS will invoice you directly for the [administration and tuition fee](#) - these **cannot** be deferred to HECS.
- You can receive up to 12 credit points toward an RMIT elective for the successful completion of the Business Professional Practicum.
- RMIT will instruct you to enroll into **fee-free** course codes.

2. \$3,000 New Colombo Plan Mobility Grant

There is **no separate application** for a New Colombo Plan Mobility Grant – instead, ACICIS will **automatically consider** you for a grant when you submit your program application to ACICIS. ACICIS will assess your eligibility in collaboration with RMIT upon your acceptance into the program.

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You must meet the following eligibility criteria:

- ✓ Current undergraduate (Bachelor or Honours Degree) student
- ✓ Studying at an **ACICIS Member University** (YES! RMIT is a Member University)
- ✓ Australian citizen
- ✓ Receiving credit towards your degree for participation in this program
- ✓ Have not previously received **two virtual 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 **two virtual short-term** NCP grants in addition to one short term mobility grant and one semester-long in-country mobility grant from the New Colombo Plan.

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

3. Application deadlines

ACICIS Program	ACICIS Deadlines	RMIT Mobi Registration Deadlines
Business Professional Practicum	<p>Summer: 15 September</p> <p>Winter: 1 April</p>	<p>Summer: 1 September</p> <p>Winter: 1 April</p>

4. Application process

Step 1: RMIT School Approval.

- ✓ Make an enquiry through **RMIT Connect** to confirm whether you can receive credit for the Business Professional Practicum.
- ✓ Confirm approval by getting a **study plan signed**.

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Step 2: Submit your application to ACICIS Study Indonesia.

- ✓ Whilst your study plan is being approved, complete and submit the ACICIS [online application](#) for the Business Professional Practicum by the deadline.
- ✓ ACICIS will notify students on the outcome of their application approximately one month after the application deadline.

Step 3: Submit your registration through RMIT's Mobi

- ✓ Once you have applied to ACICIS, begin your RMIT [Mobi registration](#) for the Business Professional Practicum.
- ✓ A comprehensive guide on Mobi is available [here](#).

Step 5: Enrol in RMIT units

- ✓ Once **both** RMIT and ACICIS have approved your study on the program, you will need to enrol in the appropriate units according to your approved study plan.
- ✓ RMIT will provide information about how to do this.