

## Applying for ACICIS' Semester Programs at the University of Technology, Sydney

### 1 IMPORTANT: Before applying please consider the following:

- A. You must apply to both ACICIS and UTS through their individual application portals.
- B. You must be accepted by UTS to confirm academic credit, other funding eligibility including the New Colombo Plan (NCP) funding.
- C. International students are welcome and encouraged to apply – However, you are not eligible for the New Colombo Plan (NCP) funding.

### 2 UTS Requirements

General eligibility criteria:

- A. Meet the academic criteria for exchange (see the link below).
- B. Be deemed suitable to represent the University overseas by UTS International.

To read the full UTS Global Exchange eligibility criteria please make sure to head over to his page here(<https://www.uts.edu.au/current-students/opportunities/global-exchange/can-i-go-exchange>).

### 3 Tuition Fee

Students will need to pay both the ACICIS Admin and Tuition fees directly to ACICIS.

### 4 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 application to ACICIS. Your eligibility will be assessed in collaboration with UTS upon your acceptance into the program. You will be notified of the outcome via email from ACICIS.

You must meet all the following criteria to be eligible for a NCP grant:

- Current Undergraduate (Bachelor or Honours Degree) Student
- Studying at an ACICIS Member University (Yes, UTS is an ACICIS member University!)

## Applying for ACICIS' Semester Programs at the University of Technology, Sydney

- Australian Citizen
- Will be receiving credit towards your degree for participating in this program
- Have not previously received two New Colombo Plan Mobility grants for in-country study\*
- Not a citizen or permanent resident of the Republic of Indonesia

\*Students can receive a maximum of two New Colombo Plan mobility grants for in-country programs over the course of their studies.

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

Eligible students must be fully registered with, and approved by, UTS before they can be offered an NCP mobility grant.

## 5 Application deadlines

ACICIS Program	ACICIS Deadline	UTS Deadline
ACICIS Flexible Language Immersion Program (FLIP)	<u>Semester 2 2024:</u> 17 March 2024	<u>Autumn 2025</u> 21 June 2024 <u>Spring 2025:</u> 6 December 2024
ACICIS Indonesian Business Law & Society (IBLS)	<u>Semester 1 2025:</u> 18 August 2024	
ACICIS International Relations Program (IRP)	<u>Semester 2 2024:</u> 14 April 2024 <u>Semester 1 2025:</u> 1 September 2024	

## 6 Application Process (UTS and ACICIS)

Students are advised to complete their UTS application first before starting on their ACICIS application.

Important note: ACICIS will notify the outcome of your application 1 month after the application deadline.

### Step 1: Seek approval from UTS:

- Be sure to read through the UTS Eligibility Criteria in point 2.

## Applying for ACICIS' Semester Programs at the University of Technology, Sydney

- B. Students will need to register in the Global Exchange [CareerHub Workflow](#), complete stage 1 "Global Exchange Info Sessions".
- C. In stage 2 "Applying for Exchange" you will find information relating to your faculty and how to get individual study plan advice.
- D. Once you've completed Stage 1 and Stage 2, make sure to submit your application to UTS Global Exchange - All information is in CareerHub.

## Step 2: Apply via ACICIS' online form:

Follow the instructions in the relevant application form for your program, [apply here](#):

- A. As part of the application, you will need to provide several supporting documents:
  - 1. **Passport Scan** – you must submit a flat, coloured scan of the full front page of your passport, valid for a minimum of 6 months from the date of entry to Indonesia.
    - i. ACICIS will not accept photographs or non-colour scans of your passport.
    - ii. If you do not have a valid passport, you must apply for one immediately to avoid visa processing complications. ACICIS recommends uploading a blank document in place of the passport scan and submitting the new scan [by email](#) once available.
  - 2. **UTS Academic Transcript** –
    - i. This must be an official or certified copy. ACICIS does not accept screenshots of your enrolment.
    - ii. A certified transcript is an unofficial transcript that has been stamped, dated and signed by an official at UTS.
  - 3. **Professional or Academic Referee** – you will need to provide their contact details. Please ensure you gain this person's consent to be contacted by ACICIS.
- B. ACICIS will notify you on the outcome of your application 1 month after the application deadline.

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### 6 Travel Insurance

UTS provides all students going on a Global Short Program with travel & health insurance. Students are provided with the UTS Insurance certificate once they have completed the following steps:

- Have enrolled into “UTS Exchange subjects” and had their ACICIS subjects approved
- If receiving an NCP grant they will need to complete the elearning module “Risks and Responsibilities”
- Have attended a Pre-departure session
- Have registered with ISOS
- Have completed a ‘Country Research Worksheet’ (a mini risk assessment)
- Have uploaded their proof of acceptance from the host university to the Global Exchange Careerhub workflow

Travel insurance is organised by UTS International. <https://www.uts.edu.au/current-students/opportunities/global-opportunities/uts-travel-insurance>

Students need to complete a mini risk assessment, called a Country Research worksheet on the CareerHub workflow and must register with ISOS and add any trips they are undertaking.

### 7 Other funding options

#### OS-HELP Loans

Students can apply for an OS HELP Loan for their Global Exchange Program must ensure they meet the [eligibility criteria](#)

You can access the application on the [Global Short Programs CareerHub workflow](#) and students will be invited to attend a workshop where they can submit their application for the OS Help loan. Information regarding the workshops can be found on CareerHub, once students have been allocated to a host university