

Application form

Postgraduate courses

Personal contact details

Mr/Mrs/Ms/other	Full name
Preferred name	Date of birth
Job title	
Business name	
Preferred phone ()	Mobile
Preferred email	

Postal details

Preferred postal address	<input type="checkbox"/> Work	<input type="checkbox"/> Home	
Address			
City	State	Postcode	Country

Formal education qualifications (not required if previously supplied)

Name of institution	Course
Major (if applicable)	Year completed
Name of institution	Course
Major (if applicable)	Year completed

Professional qualifications

Professional association memberships: (please list)

Citizenship status

Please note: the following information is required by the Tertiary Education Quality and Standards Agency (TEQSA)
Please refer to the TEQSA privacy policy (<http://teqsa.gov.au/privacy>) and the Department of Education privacy policy (www.education.gov.au/privacy-policy)

- | | |
|--|--|
| <input type="checkbox"/> Australian citizen | <input type="checkbox"/> Applicant with permanent Australian humanitarian visa |
| <input type="checkbox"/> New Zealand citizen (excluding those with Australian citizenship) | <input type="checkbox"/> Applicant with temporary visa — student visa, temporary resident visa, visitor visa |
| <input type="checkbox"/> Permanent resident of Australia (but not a citizen of Australia or New Zealand) | <input type="checkbox"/> None of the above and applicant residing outside Australia during study period |

Student declaration

Student declaration

I apply for:

- entry to the Graduate Diploma of Applied Corporate Governance OR
- entry to the Graduate Certificate of Applied Risk Management OR
- entry to the Graduate Diploma of Applied Risk Management and Corporate Governance

I declare that all information provided by me in relation to this application is true and correct.

I acknowledge that I have read, understood and will abide by Governance Institute's policies as detailed in this handbook and located at www.governanceinstitute.com.au →
Postgraduate courses → Education policy

Signed	Date
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Documentation for entry into a postgraduate course

The following is the supporting documentation required if you are applying for entry into one of the postgraduate courses. Please identify the documentation you are enclosing to support your application.

- Certified copy of official academic transcript from previous degree study, including grading schedule usually on the back of the transcript.
- Certified copy of degree certificate/testamur if conferral date is not shown on academic transcript. Please note, conferral date is different from completion date.
- Name change documentation if applicable eg, marriage certificate
- Certified official translation for any relevant documentation that is not in English.
- Evidence of a Governance Institute accepted degree equivalent qualification — eg CIMA, CAEW, ICSA

If you are applying for entry into the Graduate Certificate via the non-degree pathway, you will need to provide the following documentation.

- Curriculum vitae detailing relevant work experience in a senior risk management role.
- Relevant position description/s
- Supporting letter from employer

Application for subject exemptions

Please list the subject/s from which you are seeking exemption. (For Graduate Diploma of Applied Corporate Governance, please refer to page 27-28 of the handbook for exemption structure.)

Subject 1

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Subject 2:

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Degree (eg BBus)	List relevant subject/s completed in degree	List corresponding Governance Institute subject seeking exemption

Attached supporting documentation

- Evidence of relevant current professional membership eg tax invoice for CPA, Practising certificate, CA, ACCA.
- Relevant subject outlines from Higher Education Provider must be included for exemption from any risk subject.
- Current curriculum vitae and/or position description and/or other (eg project reports) if degree is older than ten years and no current relevant professional membership. Please note: you must identify the relevant work experience that covers the subject content, from within the last ten years.

Please note:

- For exemption purposes you may be asked to provide further evidence of equivalent prior studies and /or subject outlines from tertiary institution.
- A document may be certified by an accountant, JP or lawyer.
- Confirmation of entry to course and exemptions (if applicable) will be confirmed in writing.

Governance Institute Privacy Notice

Governance Institute of Australia Ltd collects personal information about you so that we can provide you with the services you have requested. We may also use your information to manage professional conduct issues, improve our products and services and offer you our or our sponsors', partners' or suppliers' products and services which may be relevant to your needs. We may disclose personal information about you to third party contractors (eg mailing houses, conference organisers), who may be located in Australia, the UK or the USA, but if we do so we take steps to ensure that your privacy is respected. We may also disclose

your information to the Institute of Chartered Secretaries and Administrators in the UK if you are a member of this institute. Our privacy policy contains information about how you can access and correct the personal information we hold about you, or make a privacy complaint. It is available from our website governanceinstitute.com.au or from our offices. You may update or alter your personal communications preferences and contact information at any time by logging in to governanceinstitute.com.au and selecting 'My Governance Institute'.