INSTRUCTIONS FOR INBOUND EXCHANGE + STUDY ABROAD

STEP 1
Partner University Nomination of Students
Action before: 1 March 2017

STEP 2
Student Application
Action before: 1 April 2017

STEP 3
Student return of acceptance (+ OSHC payment)
Student accommodation application
Action before: 15 May 2017

2017 SEMESTER 2 (JULY TO NOVEMBER)
<table>
<thead>
<tr>
<th>KEY STEPS AND DATES</th>
<th>ADDITIONAL INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Nomination of students</strong></td>
<td>Partner universities nominate their students to study at <strong>ANU for Semester 2, 2017 (July to November)</strong> through the online portal:</td>
</tr>
<tr>
<td>The nomination portal is currently open.</td>
<td><strong><a href="https://apollo.anu.edu.au/default.asp?pid=9344">https://apollo.anu.edu.au/default.asp?pid=9344</a></strong></td>
</tr>
<tr>
<td>* Please contact ANU Global Programs if you would like more time to nominate/apply.</td>
<td>Nominated students must have a <strong>minimum GPA of 4 (out of 7)</strong> and meet the English language requirements.</td>
</tr>
<tr>
<td><strong>1 March 2017:</strong> Nominations close</td>
<td></td>
</tr>
<tr>
<td><strong>Application invitations emailed to students from 1 March 2017</strong></td>
<td>ANU will email application instructions directly to students after the nomination round closes and copy in the nominating partner university contact.</td>
</tr>
<tr>
<td><strong>Students research courses to study at ANU</strong></td>
<td><strong>Click here</strong> to search for <strong>undergraduate courses</strong> offered by the seven ANU academic colleges.</td>
</tr>
<tr>
<td>Before submitting application</td>
<td>This database holds all courses available at ANU with descriptions and relevant details. Please pay particular attention to the ‘term’ that the course is offered in – only select courses that are offered in <strong>Semester 2, 2017</strong>.</td>
</tr>
<tr>
<td></td>
<td>Students must list 6 course preferences per semester on their application. A full load is 4 courses, but the extra two selections are as back-up for courses that do not receive approval.</td>
</tr>
<tr>
<td></td>
<td><strong>Each course at ANU is (generally) worth 6 units and therefore 24 units is one semester load.</strong></td>
</tr>
<tr>
<td></td>
<td>Some courses are not available to exchange and study abroad students (including Medicine and Honours courses) and some courses have special conditions (such as Law courses which require an IELTS of 7 as detailed in the English language policy). Undergraduate students are advised to choose courses with codes 1000-3000 as 4000 codes are rarely approved.</td>
</tr>
<tr>
<td></td>
<td>Certain courses have pre-requisites, if this is the case the relevant college will view the transcript supplied in a student’s application to assess if requirements are met. This is why it is important to ensure transcript copies are clear.</td>
</tr>
<tr>
<td></td>
<td><strong>Note A: Semester dates</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Semester 1: February - June</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Semester 2: July – November</strong></td>
</tr>
<tr>
<td><strong>KEY STEPS AND DATES</strong></td>
<td><strong>ADDITIONAL INFORMATION</strong></td>
</tr>
<tr>
<td>-------------------------</td>
<td>---------------------------</td>
</tr>
<tr>
<td><strong>Online application to study at ANU</strong></td>
<td>Students submit an online application to ANU. There are two types of applications. Please only apply for one:</td>
</tr>
</tbody>
</table>
| **1 March 2017:** Applications open | 1. **ANU Non-Award Exchange Program Online Application**  
For students from partner universities with an exchange agreement with ANU. ANU tuition fees are waived.  

or  

2. **ANU Non-Award Study Abroad Online Application**  
For students for whom you are seeking to nominate for a fee-paying place or students from non-partner universities. Students will pay fees to ANU.  
The online application automatically selects 12 months, however we will alter this duration to 6 months if that is what has been requested in the nomination.  

There is no application fee for exchange or study abroad applications. Once the application has been submitted please ignore the bounceback email mentioning issues with application fee payment. This is a generic email that is sent to anyone applying to study with ANU. |
| **1 April 2017:** Applications close |  |

| **Supporting documentation for online application** | For an application to be processed, 6 course selections must be listed and the following documentation must be submitted with the application form: |
| **1 April 2017:** Online applications open |  
A. A clear colour scan of the student's passport;  

B. A clear colour scan of the student’s transcript from at least one year of completed study at the home institution;  

C. Proof of English Proficiency  
List of exempt countries and our complete English policy is available here: https://policies.anu.edu.au/ppl/document/ANUP_000408  

For European students  
We accept CEFR (Common European Framework of Reference for Languages System). If an ANU CEFR template is required, one can be requested as an electronic copy by emailing inbound.global@anu.edu.au.  

**NB:** If any of the above is not provided, the application may be rejected, not processed or seriously delayed. |
| **15 June 2017:** Online applications close (for guaranteed accommodation) |  
For undergraduate exchange students, ANU accommodation is guaranteed if application is received by the deadline. However, accommodation is limited, so preferences cannot be guaranteed.  
For details about available accommodation please see the ANU accommodation webpage.  
To apply please visit: http://www.anu.edu.au/study/accommodation/how-to-apply-for-student-accommodation  

**NB:** Students should apply for accommodation as soon as possible after they have made their application to ANU. Please be aware of the range in fees, conditions and contract dates. |
| **ANU offer letters emailed to students on a rolling basis commencing: from 15 March 2017** | Students that apply by the appropriate deadline and meet the ANU eligibility requirements for incoming students will receive an official offer letter by email. |
### Key Steps and Dates

**Students accept their offer from ANU and pay for Overseas Health Cover (OSHC) by:**

*15 May 2017*

Students must accept their offer by completing and returning the acceptance form to ANU via email (inbound.global@anu.edu.au) by the deadline along with making payment (amount is stated on the offer letter) of their Overseas Student Health Cover (OSHC). **Please note we cannot accept digital signatures on the acceptance form.**

The question ‘Diplomatic mission where you will apply for your student visa?’ requires an answer of the country in which the student will be applying for the visa from. Only answer ‘Australia’ if already IN Australia when applying for the visa.

Please ignore the question ‘I wish to decline the academic credit awarded in my letter of offer.’

OSHC is a private health care arrangement, which helps cover the cost of medical treatments and is a student visa condition (Condition 8501). ANU organises OSHC on behalf of all incoming international students through Allianz Global Assistance. If students would prefer to arrange their own OSHC, they may do so.

In the OSHC section on the acceptance letter, if students organise their own OSHC, they must select the first option:

- ( ) I already have/will arrange my own OSHC through a recognised OSHC provider

The second option should be selected if the student pays for OSHC through ANU

- ( ) I require and authorise the University to organise my OSHC through Allianz

*OSHC is NOT required for citizens of Belgium, New Zealand, Norway or Sweden.*

### Electronic Confirmation of Enrolment (eCoE) and ANU course approval emails sent to students

Course approvals will commence in May/June 2017. Permission codes to enrol online sent to students on or before 30 June

ANU will issue an electronic Confirmation of Enrolment (eCOE) form to students, as required for their Australian student visa application.

ANU Global Programs will seek approval from the Colleges for the courses listed on the student’s application. This process can take some time. Students will be notified via email of the courses they have been approved to take at ANU, along with the permission codes (where necessary) needed to self-enrol online through ISIS (Interactive Student Information System).

It is common for students to not be granted approval for all nominated courses. Students can finalise additional courses or make changes to these initial courses once they’ve arrived at ANU. Changes can be made until Census Date (31 August).

### Students apply for their Australian student visas

Students should lodge an application immediately after receiving eCoE to avoid delays.

Students are required to comply with the current student visa regulations during their enrolment at ANU.

All Exchange and Study Abroad students **MUST** obtain an Australian Student Visa (sub-class 500) **before** arriving in Australia. Further information on visa regulations may be accessed at the following website: [www.immi.gov.au](http://www.immi.gov.au).
## ADDITIONAL USEFUL INFORMATION

| ACADEMIC CALENDER 2017 | **Orientation Week:** 17 – 21 July 2017  
  **Teaching commences:** 24 July 2017  
  **Teaching concludes:** 27 October 2017  
  **Examination period:** 2 – 19 November 2017 |
|-----------------------|------------------------------------------------------------------------------------------------|
| TRANSCRIPTS | Transcripts for Semester 2 (July to November) students will be sent out during December 2017. 
ANU will automatically send one copy of the student’s transcript to the home university once studies have been completed at ANU. Additional copies can be ordered online through [http://www.anu.edu.au/students/program-administration/program-management/purchase-an-academic-transcript](http://www.anu.edu.au/students/program-administration/program-management/purchase-an-academic-transcript). |
| CONTACT INFORMATION | **ANU Global Programs**  
Global Programs and Engagement  
The Australian National University  
Unit 1/25 Childers Street, Canberra  
ACT 2601, Australia  
E: inbound.global@anu.edu.au  
W: anu.edu.au/study  
T: +61 2 6125 7857 |