

## ACICIS' Law Programs: Applying for credit toward your Monash Law degree

**Important: Before applying, please consider the following:**

- You can receive credit towards your Law degree for the following ACICIS programs:
  - ✓ **Indonesian Business, Law and Society (IBLS)** semester-long program
  - ✓ **Law Professional Practicum (LPP)** summer work-based program
- You must apply separately to both ACICIS and Monash University through the respective application forms.
- You must be accepted by Monash University to confirm academic credit, travel insurance and any funding eligibility (including New Colombo Plan funding).
- Students applying for the LPP are reminded that they are applying for the program as a whole, **not** a placement with a specific host organisation. Please read all the information [here](#) and [here](#) very carefully.

**Your points of contact:**

- For enquiries about academic approval and credit, contact [Ask.Monash](#)
- For enquiries about travel insurance, funding, Centrelink letters etc, contact: [Monash Abroad](#)
- For enquiries about anything ACICIS, contact [Natassia - n.bell@acicis.edu.au](mailto:Natassia - n.bell@acicis.edu.au)

**Still not sure who to contact?** Contact [Natassia - n.bell@acicis.edu.au](mailto:Natassia - n.bell@acicis.edu.au) to find out.

### 1. Eligibility

To be eligible to achieve credit toward your Monash Law degree, you must have **completed 48 credit points** of law study, equivalent one full year of law studies with a minimum Law WAM of 60% **at the time of application**.

- ✓ Read more about Monash's eligibility requirements [here](#).

### 2. Tuition Fees and Enrolment

You are required to pay the administration and tuition fees for your selected program upfront to ACICIS on or before the given deadlines – Monash will not pay any portion of these fees, and they **cannot** be deferred to HECS.

- [Fees for the IBLS](#)
- [Fees for the LPP](#)

Students are not charged any University fees by Monash for their program with ACICIS and are enrolled into **fee-free** specific Law Study Abroad unit/s.

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### 3. 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 program application to ACICIS. Your eligibility will be assessed in collaboration with Monash upon your acceptance into the program.

You must meet the following eligibility criteria:

- ✓ Current undergraduate (Bachelor or Honours Degree) student
- ✓ Studying at an **ACICIS Member University** – Yes! Monash is a Member University of ACICIS.
- ✓ Australian citizen
- ✓ Receiving credit towards your degree for participation in this program
- ✓ Have not previously received New Colombo Plan Mobility Grant of the same type\*
- ✓ 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 **one** short term mobility grant and **one** semester-long mobility grant from the New Colombo Plan.

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

### 4. Other Funding Options (Optional)

**OS-HELP Loan:** You can apply for an OS-HELP Loan through **Monash Abroad** if you satisfy the Australian Government's eligibility requirements. **OS-HELP** loans for destinations in Asia can be up to \$8,149 for 2019. Students do not need to apply for the full amount.

**Centrelink:** If you are **currently** receiving payments from Centrelink, these may be able to continue while you are in Indonesia. Read the information **here**, request an enrolment Confirmation Letter from **your faculty**, and upload to your MyGov account.

**Monash Abroad Grants:** You may be eligible for **funding** from Monash.

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## 5. Application deadlines

ACICIS Program	ACICIS Application Deadlines*	Monash Application Deadlines**
Indonesian Business, Law and Society Program (IBLS)	Semester 1: September 1 <sup>st</sup> (year prior) Semester 2: April 15 <sup>th</sup> (same year)	Students must apply via MAP in the first instance.  Semester 1: April 30 <sup>th</sup> (year prior) Semester 2: October 15 <sup>th</sup> (year prior)
Law Professional Practicum (LPP)	Round 1: July 1 <sup>st</sup> (year prior) Round 2: September 1 <sup>st</sup> (year prior – if places available)	Students register on MAP after commencing their ACICIS application.  Students should register on MAP within 7 days of receiving preliminary approval from ACICIS

\*Monash Students first need to check their eligibility to apply for the ACICIS programs before the ACICIS application deadlines.

\*\*Students **must** apply through Monash first for semester programs. Please read the instructions carefully here: <https://www.monash.edu/study-abroad/outbound/exchange>

## 6. Application process

### How to apply for ACICIS' Law Professional Practicum (LPP)

If you meet the eligibility criteria listed on page 1 of this guide, you can commence your ACICIS and Monash University applications for the LPP with the following steps:

**Step 1:** Submit your online application to ACICIS at [www.acicis.edu.au/apply-now](http://www.acicis.edu.au/apply-now).

- ✓ LPP applications will receive a confirmation of application (note: not approval) and will receive further instructions regarding the next steps involved.
- ✓ The LPP requires a signed University Approval Form. This must be signed by Law Student Services. Submit the form via Ask.Monash requesting Faculty approval to have the LPP accredited towards your Law degree.

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**Step 2:** Complete a registration in the [Monash Abroad Portal \(MAP\)](#).

- ✓ Read the instructions in the 'Application Process and Credit' tab very carefully.

### **How to Apply for ACICIS' Indonesian Business Law & Society program (IBLS)**

If you meet the eligibility criteria listed on page 1 of this guide, you can commence your ACICIS and Monash University applications for the IBLS with the following steps:

**Step 1:** Apply to Monash via their Monash Abroad Portal (MAP).

- ✓ Read the steps [here](#) very carefully.

**Step 2:** Apply to ACICIS here [www.acicis.edu.au/apply-now](http://www.acicis.edu.au/apply-now).

- ✓ IBLS applications will receive a confirmation of application (note: not approval) and will receive further instructions regarding the next steps involved.

**Step 3 (ALL):** ACICIS will notify you of the outcome of your application approximately **one month** after the deadline.

- ✓ If your application has been successful and you are eligible for a New Colombo Plan Mobility Grant, ACICIS will forward your application to Monash Abroad, who will confirm your eligibility for the New Colombo Plan Mobility Grant.
- ✓ You are advised to ensure you are enrolled in the correct units before departing to Indonesia.

**Step 4 (ALL):** Travel Insurance

- ✓ Travel insurance is compulsory for all ACICIS students.
- ✓ Monash University provides complimentary Travel Insurance for students studying abroad who have registered and been approved on MAP.

**Step 5 (ALL):** Attend a Pre-Departure Session

- ✓ Successful applicants will receive pre-departure information from Monash Abroad and attend a pre-departure session along with all students participating in programs around the world.
- ✓ ACICIS will host an informal pre-departure meet-up for all students departing on ACICIS' programs. These are **non-compulsory** but offer the opportunity to meet other students on your program.

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## 7. Results

Once you have returned from your Semester abroad program, ACICIS will email a copy of your original transcript or certificate of completion to the Faculty of Law Student Services. You will also receive a copy.

The Faculty of Law will review your results for an *SFR (Satisfied Faculty Requirements)* or *N (Fail) grade*.

**Please note these results do not impact your WAM.**