



UNSW
SYDNEY



**UNSW Sydney Students:
ACICIS Semester-long Programs:
Application Guideline**

Important:

Before applying at www.acicis.edu.au/apply-now, please consider the following:

1 Contacts

For UNSW registration: [Coordinator \(Short Programs & Practicum\)](#)

For UNSW study abroad enquiries: [UNSW Study Abroad & Exchange Office](#)

For all ACICIS enquiries: [Ms Kurniastuti Lestari \(Ayi\)](#), ACICIS Marketing & Student Recruitment Officer

2 Eligibility

To be eligible to achieve credit toward your UNSW degree, you must have at least a credit average to be considered and have 18 remaining units of credit in your degree.

3 Tuition fees

Students will need to pay the [tuition fees](#) for the program upfront to ACICIS.

Students will also be required to enroll in 24 units of credit at UNSW to receive credit, thus be eligible for the New Colombo Plan Mobility Grants and to be covered by the UNSW travel policy.

4 New Colombo Plan Mobility Grant

To be considered for the [New Colombo Plan Mobility Grant](#), students need to apply for the program. ACICIS will then assess the eligibility of the grant and the student will be awarded the grant if he/she meets all of the criteria:



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- Current undergraduate (Bachelor or Honours Degree) student
- Studying at an ACICIS Member University (YES – UNSW is a [Member University](#))
- Australian Citizen
- Receiving credit towards your degree for participation on the program
- Have not previously received a short-term New Colombo Plan Mobility Grant*
- Not currently 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.

5 Application deadlines

Application Due	Semester 1 Programs (Feb – June)	Semester 2 Programs (Aug – Dec/Jan)
ACICIS Online Application	All Programs: 1 September (Previous year)	<i>DSIP, FLIP:</i> 15 March (same year) <i>ASP, IBLS:</i> 15 March (same year) <i>IRP</i> : 8 April
UNSW Application Process	All Programs: 15 August (Previous year)	<i>DSIP, FLIP:</i> 15 February (same year) <i>ASP, IBLS, IRP:</i> 15 February (same year)

6 Application process

Step 1: UNSW Application Process

- Students should initially complete the [Exchange Moodle Tutorial](#).
- Students must arrange create a study plan which is to be signed off by their course coordinator and approved by the Study Abroad & Exchange Office. A list of course coordinators who will be able to assist students with this are available here: [Faculty of Arts & Social Sciences](#)



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[UNSW Law](#)

[UNSW Business School](#)

- C. The UNSW Exchange application fee (\$220) is waived for ACICIS students.
- D. Students receiving UNSW credit are liable for the associated UNSW tuition fees (24 UOC) which will be offset with the New Colombo Plan Mobility Grant.
- E. Students must provide the [UNSW Transfer of Credit Form](#) (signed by the appropriate faculty) for any ACICIS program to the UNSW Study Abroad & Exchange Office. Once signed and completed, this form should be sent to advisor4gloaled@unsw.edu.au

Step 2: ACICIS Application Process

- A. Students complete the ACICIS semester program online application form at <http://www.acicis.edu.au/apply-now>
- B. Students submit an application indicating their choice of ACICIS program, and then receive provisional acceptance into the program from ACICIS.
- C. Upon student's provisional acceptance, ACICIS will contact Study Abroad & Exchange Office to advise that applications have been received and seek confirmation regarding student's approval.
- D. Once academic approval is confirmed and the student has completed ACICIS' visa application package, ACICIS will notify students of acceptance within one month of the ACICIS application deadline.

Step 3: Before Departure

Students should register their travel with UNSW and read through the UNSW pre-departure tutorial available here: <https://student.unsw.edu.au/global-departure>

7 OS-Help loan application

Once you have been accepted on to an ACICIS program, you may submit an [OS-Help loan application](#) for consideration by UNSW Australia and the Department of Education.

Students can pick up an OS-help application form from UNSW Student Central or the Study Abroad & Exchange Office.



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You can find more information about the loan [here](#).

8 Centrelink

If you are currently receiving payments from Centrelink, read the information [here](#), and request a Mobility Confirmation Letter from UNSW Study Abroad & Exchange Office.

9 Travel Insurance

Students who participate in outbound international programs may be covered by the UNSW Travel Insurance Policy: <https://www.fin.unsw.edu.au/services/insurance/travel-insurance>

If you are unsure of whether you are covered by the UNSW Travel Insurance Policy, please contact the UNSW Study Abroad and Exchange Office: <https://student.unsw.edu.au/globalcontacts>

10 Results

Once you have returned from your semester program, ACICIS will send you a *copy* of your original transcript or certificate of completion via email. These documents will also be sent via email to the UNSW Study Abroad & Exchange Office.