

120 Herring Rd. MACQUARIE PARK NSW AUSTRALIA 2113 PH: (02) 9878 0201 FX: (02) 9878 2175
info.southland@morling.edu.au / www.southland.edu.au

APPLICATION FORM 2012

- I. COURSE INFORMATION - A) Please tick the course for which you are applying**
- Master of Education Graduate Diploma of Education (Postgraduate)
- Master of Education (Leadership) Graduate Diploma of Education/Master of Teaching
- Bachelor of Education (Conversion)
- B) Proposed Time of commencement**
- Semester _____
- Year _____

2. PERSONAL DETAILS

TITLE (please circle one) Mr / Mrs / Miss / Ms / Dr / Rev / Other _____

Family Name: _____ **First Name:** _____

Previous Name (if applicable): _____ Other Names: _____

Date of Birth: ____/____/____ **Gender** Male Female **Married?** Yes No

Residential Address _____	
Suburb _____	State/Province _____
Postcode _____	Country _____
Phone No. (_____) _____	2nd Phone No. (_____) _____
Mobile _____	Fax (_____) _____
Email Address/es _____	

3. CITIZENSHIP AND RESIDENCY – You MUST attach proof of Citizenship (see page 3)

Are you an Australian citizen? Yes No → what is your nationality? _____

If NO, do you hold an Australian permanent residency or humanitarian visa? Yes No

Is English your first language? Yes No → (please specify) _____

Any applicant with English as a second language must provide evidence that their English language ability meets the minimum requirements for admission. Normally, a recent (within the past two years) IELTS (Academic version) transcript with a minimum overall score of 6.5 (6.0 for Bachelor of Education Conversion – or equivalent) in each of the sub-tests of speaking, listening, reading and writing should be submitted with the application unless the applicant has completed their education in English in which case this must be evident in the documentation.

4. DISABILITY

Do you have a disability, impairment or long-term medical condition that may affect your studies? **No**
Yes → Hearing Medical Vision Mobility Learning Other _____

5. EMPLOYMENT HISTORY (see page 3)

Please enclose your resume listing details of your employment history, including schools you have worked in. Please begin with your most recent date of employment. Your resume must be no more than 3 pages long.

Current place of Employment _____ Position _____

6. SECONDARY EDUCATION Please enclose a certified copy of your High School Certificate (see page 3).

7. TERTIARY EDUCATION – you MUST attach certified copies of academic transcripts (see page 3).

Tertiary education (include any Biblical or Theological Studies)						
Years of study		Institution	State/Country	Course	Completed	
From	To				Yes	No

8. PERSONAL STATEMENTS – please enclose your answers to the questions below in a separate document (see page 3):

- 1 Please give a summary of your Christian experience including your conversion, subsequent commitments and ministry, significant spiritual events and formative influences in your life.
- 2 What has led to your interest in applying to do this course?
- 3 How do you see your faith as impacting your teaching or leadership in education?
- 4 What areas of teaching/schooling are you currently involved in or have been in the past?
- 5 What do you consider your qualities as a teacher or education leader?
- 6 What do you hope to gain from engaging in the course?
- 7 Where did you hear about this course and why have you chosen to study it at Southland College?
- 8 Is there anything else you would like us to know about you that may help the selection process?

9. REFERENCES

Attached is a “Referee Report” form. Please print two copies of this form and send it two referees. Further instructions appear on the Referee form.

- A Pastor or Church Leader
- Someone who can attest to your experience in education or suitability to teach children/young people.

10. DOCUMENTS REQUIRED

NB: Please send these documents as HARD COPIES BY POST; do not send them as attachments to an email. If any documents including your transcript are in a language other than English they should be translated and certified that they are an accurate translation.

- Certified copies of Proof of Citizenship (Birth Certificate, Passport, Permanent Residency Visa, or Citizenship Certificate)
- Current Resumé (1-3 pages including both employment and academic history)
- Certified copies of academic transcripts (including Secondary study (HSC or equivalent), and relevant tertiary study)
- Two passport-sized photos (Please write your name and date on the back of the photos)
- English competency record e.g IELTS (if tertiary study not undertaken in the English Language)
- Marriage Certificate (if your name has changed since it appeared on your most recent academic transcript)
- Working with Children Check (GradDipEd/MTeach applicants – [http://southland.edu.au/CurrentStudents/Forms_and_Downloads.html])

DO NOT send original documents because these will not be returned.

All photocopies of official documents (Proof or Citizenship, Transcripts) must be certified

To create a “certified” copy, make a copy of the original document, then show the copy AND the original to a trustworthy other person, such as a Justice of the Peace or your School Principal, who should write on the copy these words: ‘I have viewed the original, of which this is a copy, and declare this to be a true copy of the original’ and then write his/her name and position clearly (eg. JP, Principal, Lawyer) and sign the copy. This proves the copy is real.

Declaration of understanding:

I declare that I have read the Southland Education Handbook and the rules and regulations expressed therein. I understand the purpose of Southland College as a Christian College and have noted the expectations for its students. Submitting this application indicates my willingness to uphold the regulations, general standards, and the academic and spiritual integrity of the College. I further declare that the information provided by me in this application is complete and correct. I authorise Southland College to obtain/verify results from any educational institution attended by me. I understand that Southland College reserves the right to vary or reverse any Offer of Admission made on the basis of incomplete or incorrect information.

Applicant's signature: **Date:**

PLEASE NOTE: If your application is accepted, the appropriate enrolment forms will be sent for completion.

OFFICE USE ONLY

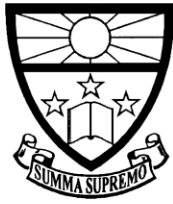
Comments

DATE RECEIVED

PRINCIPAL'S APPROVAL

DATE APPROVED

Please post the completed form and required documents to info.southland@morling.edu.au or post to:
Southland Applications, 120 Herring Road, MACQUARIE PARK NSW 2113, Australia



MORLING
COLLEGE



Southland College
...serving the needs of Christian educators

(A teaching agent of Morling College)

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Referee Report

Candidates should complete Section One and forward the report to their chosen referee to complete Section Two

Referees are requested to post this form directly to the Registrar at the address above.

Email enquiries may be directed to info.southland@morling.edu.au

Section One: to be completed by the applicant

Applicant's name:

Address:

..... Postcode:

Contact telephone: Email:

Course applied for: Master of Education Master of Education (Leadership)

Bachelor of Education (Conversion) Graduate Diploma of Education/Master of Teaching

Referee's name:

Title and position:

Church/School/Company

Address:

..... Postcode:

Contact telephone: Email:

Length of Time you have known the applicant:

Section Two: to be completed by the referee

To the Referee:

Pastor's or Church Leader's Reference

Please give outline the length of time the applicant has been attending your church, their involvement in the church and describe their character.

Professional Reference

Please give details of the applicant's experience with children/young people and/ their suitability for the teaching/education profession and commitment to academic study.

2. Please circle the appropriate number. If you do not know enough about their capacity in a particular area, please circle NK. There is an opportunity to qualify any answers below.

	Excellent	Above average	Average	Below Average	Poor	Not known
Demonstrated commitment to good teaching and or leadership practices	5	4	3	2	1	NK
Ability to express complex ideas in clear, written English	5	4	3	2	1	NK
Fluency and clarity of spoken English	5	4	3	2	1	NK
Demonstrated openness to other's ideas	5	4	3	2	1	NK
Ability to take personal responsibility for good quality relationships	5	4	3	2	1	NK
Personal maturity	5	4	3	2	1	NK
Ability to manage stress	5	4	3	2	1	NK
Ability to negotiate conflict	5	4	3	2	1	NK
Ability to deal positively with criticism	5	4	3	2	1	NK
Powers of critical analysis	5	4	3	2	1	NK
Demonstrated initiative and self direction	5	4	3	2	1	NK
Ethical professional practices	5	4	3	2	1	NK
Understanding of Christian Education Ethos	5	4	3	2	1	NK

Please comment on the candidate's personal suitability for undertaking this course. Use a separate page if necessary.

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Signature: Date:.....

Thank you for your time and assistance