



## POSTGRADUATE RESEARCH STUDENT APPLICATION PROCEDURES

### for International students

(ie not Australian Citizens, not Australian Permanent Residents nor New Zealand Citizens)

*Applications are processed by the University's International Office.  
However, the Discipline's Postgraduate Co-ordinator needs to be made aware of the  
intended application prior to submission.*

1. Please refer to the fees on the University's International Office website  
<http://www.usyd.edu.au/internationaloffice/> and also  
[http://www.foh.usyd.edu.au/postgrad/future/int\\_apply.php#howtoapplyinternationalresearch](http://www.foh.usyd.edu.au/postgrad/future/int_apply.php#howtoapplyinternationalresearch).

### 2. English language requirements

If English is not your first language, you MUST demonstrate English language proficiency by one of the following means before admission can be confirmed.

1. Provide evidence of satisfactory achievement in tertiary studies in which the exclusive language of the institution and the exclusive language of instruction, examination and assessment was English. These studies must have been undertaken no more than five years prior to the submission of your application.
2. Achieve the required grades in "English for Academic Purposes" at the University's Centre for English Teaching. The course must have been completed no more than two years prior to the submission of your application.
3. Achieve the required grades on an IELTS or TOEFL test. The required grades are listed below. The test results must be achieved less than two years prior to the submission of your application. For more information on these tests, please visit the IELTS website or the TOEFL website.

Faculty of Medicine (all programs)  
IELTS 6.5 with no band less than 6.0 OR  
TOEFL 577 plus TWE 4.5 OR  
Computer-based TOEFL 233 plus Essay Rating 4.5

The Academic Board policy Postgraduate English Language Requirements is available at Policy online  
[http://fmweb01.ucc.usyd.edu.au/FMPro?-db=POL\\_Main.fp5&-format=/pol/pol\\_search.html&-lay=www&-view](http://fmweb01.ucc.usyd.edu.au/FMPro?-db=POL_Main.fp5&-format=/pol/pol_search.html&-lay=www&-view)

3. **Confirm your Primary Supervisor and Associate Supervisor and Research Project.**
4. **Clarify your full time / part time candidature** (refer to document on the Discipline's website *Will your candidature be full time or part time*).

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4. **Ensure that your supervisor contacts the Postgraduate Co-ordinator (PGC) and that your CV is emailed to the PGC via [pgmail@chw.edu.au](mailto:pgmail@chw.edu.au)** Supervisors note: the PGC needs to be made aware of applications prior to full application.

Your CV should contain - Contact details (home and work address, telephone, email, fax); prior research experience eg which laboratories you have worked in and tasks performed; technical, professional and other qualifications; publications.

5. **Submit your application directly to the International Office** – please refer to the application procedures as required by the International Office; you will need a Research Proposal.

Research Proposal – Two to three pages in length, with the following headings:

- background;
- hypotheses and aims;
- research plan;
- timeline;
- budget/funding for the project (including details of any stipend);
- location where the research will be undertaken;
- resources required (IT, computer availability, desk, laboratory space if appropriate) and availability;
- details of scholarships you will apply for and contingency plans with the supervisor if you are not successful with your scholarship application.

6. Upon our receipt of your application from the International Office, a **pre-admission interview** will be arranged by the Postgraduate Research Student Administrative Officer with the applicant, supervisors and the PGC / Deputy Postgraduate Co-ordinator. This may be a teleconference if necessary.

The aim of the Admission Interview is to: evaluate the suitability and feasibility of your research project, and supervisory arrangements; to ensure that the resources are available for you to complete the proposed project / degree; and to advise you of your responsibilities and requirements to complete the first year probation period, and candidature. At this interview, you will be required to give an overview of your proposed research project.

7. **For more information** on services, facilities, resources available for students in the Discipline of Paediatrics & Child Health at the Children's Hospital at Westmead Clinical School, please refer to the Discipline's website <http://www.paediatrics.med.usyd.edu.au/>