

This form is to be used by local and international students who wish to apply for Advanced Standing (credit or exemption) towards the University of Melbourne's Master of Energy Systems course for previously completed tertiary studies or work experience.

Credit can only be granted for previous studies that are comparable in content equivalent in standard and suitable to be included as part of your course.

**Please read the below before completing the application:**

1. For the Master of Energy Systems; credit may be awarded for relevant prior study and/or for at least 2 years of documented relevant work experience, but no more than 50 points of credit may be awarded.
2. Applications for Advanced Standing must be submitted when you apply for admission. Late applications for Advanced Standing may be accepted in certain circumstance but will be considered on a case by case basis.
3. You must attach the following to this application. Failure to attach the below documentation will result in your request not being assessed. *Point a. to d. only applies to study completed outside of the University of Melbourne.*
  - a. A certified copy of your academic transcript
  - b. A certified copy of the key to the results appearing on the academic transcript (grading scheme)
  - c. A detailed description of the subject(s) completed, **as at the time of completion**. This will normally be an extract from the institutions handbook or a subject/syllabus outline.  
For each subject the following must be included:
    - i. Content
    - ii. Points value
    - iii. Contact details/hours
    - iv. Assessment details
  - d. A detailed account of the course in which the completed subject(s) was taken **as at the time of completion**. This will normally be an extract from the institution's handbook and must include:
    - i. Details of the course structure, the number of points required for completion
    - ii. Course level; a statement that is it undergraduate, graduate or post graduate, or the entrance requirements in the absence of a statement
4. Submit your application and ALL supporting documentation listed in point 3. with your application.
5. Advanced Standing outcomes will be advised on your letter of offer

**PRIVACY STATEMENT AND DECLARATION**

The University of Melbourne's privacy policy with regards to student information can be viewed at [www.unimelb.edu.au/unisec/privacy/studentinfo.html](http://www.unimelb.edu.au/unisec/privacy/studentinfo.html)



# MASTER OF ENERGY SYSTEMS APPLICATION FOR ADVANCED STANDING

## PERSONAL DETAILS

Application ID: \_\_\_\_\_

Surname: \_\_\_\_\_ Given Name(s): \_\_\_\_\_

## REQUEST FOR ADVANCED STANDING

Please write the subjects (incl. codes) from your institution that you believe are equivalent to those in the Master of Energy Systems. Information on each subject can be found at: [handbook.unimelb.edu.au/view/current/MC-ENGYSYS](http://handbook.unimelb.edu.au/view/current/MC-ENGYSYS). Advanced Standing can only be awarded for a maximum of 4 core subjects

*\*If you have relevant work experience and you wish to be considered for credit/exemption please provide a statement and supporting documentation such as a reference that illustrates how this is equivalent to the relevant Master of Energy Systems subject – Please write “See work statement” in the second column*

MASTER OF ENERGY SYSTEMS SUBJECT	YOUR INSTITUTIONS SUBJECT / WORK EXPERIENCE*	YOUR INSTITUTION	(OFFICE USE ONLY) APPROVED
Introduction to Energy Systems (ENGR90028)			
Analysing Energy Systems (ENGR90029)			
Managerial Economics (ECON90015)			
Financial Management (FNCE90060)			
Non-renewable Energy (ENGR90030)			
Renewable Energy (SCIE90014)			
Energy Supply and Value Chains (ENGR90032)			

## DECLARATION:

I declare that to the best of my knowledge, the information supplied in this application form and any supporting documentation with this application is correct and complete. I understand that the University may terminate my enrolment if I have misrepresented or if I failed to fully and completely state my academic record and my attendance at each other tertiary institution attended by me and that this termination may take place at any stage during the course I undertake. I understand that the University may contact other institutions attended by me to verify the information provided which pertains to my enrolment at that institution, and to seek other relevant information about me. I understand that I must attend all enrolled classes until I receive notification of the outcome of this application for credit or exemption

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Signed/Approved Course Coordinator:

Assoc Prof Michael Brear: \_\_\_\_\_ Date: \_\_\_\_\_