

18 August 2011

Dear third-year Bachelor of Chiropractic Science and Postgraduate Qualifying (MQUAL) students,

This letter is to inform you of important dates that need to be met in order for you to apply into the Master of Chiropractic. It is important that you read this email and follow the steps provided depending on your status.

If you are a local 3rd year Bachelor of Chiropractic Science student:

1. Please check that you have your “expected graduation date” recorded in [eStudent](#). To check this log into e-student and go to the “My Results and Graduation” tab on the top toolbar. Click on the ‘I Expect To Complete My Program’ link under the Menu section on the left hand side of the screen. A date should appear in this section. Make sure the date reflects the semester in which you will finish.
2. You must submit an “I expect to complete My Program” form **before 1st September**. This form can be accessed through your eStudent account and can be found under the “View My Results and Graduation link”. This form will open as a PDF please fill it out and submit to the Student Enquiry Services (Lincoln Building). <http://www.reg.mq.edu.au/Forms/APSQualunder.pdf>
3. You must complete this form in order to graduate.
4. Please keep in mind that you are applying into a new degree. This is not an automatic process and you need to submit an application. Check UAC for closing dates.
5. To apply into the Master of Chiropractic, applications are due to open on the 9th September, 2011 through the UAC website: www.uac.edu.au
6. If you are a commonwealth supported student (HECS-HELP) you will need to apply for Fee-Help for the Master of Chiropractic.
7. If you are supported already by Fee-Help you will still need to re-apply and submit a form to Fee-Help. **Your Fee-Help assistance does not carry over into your next degree.**
8. To apply for Fee-Help visit the link below, please note that you must apply before the census date for fee assistance for 2012. It is your responsibility to make sure this is done. <http://www.goingtouni.gov.au/Main/FeesLoansAndScholarships/Postgraduate/FullFeeSAndFEE-HELP/ApplyingImportantDatesCensusDates.htm>

If you are a local Postgraduate Qualifying (MQUAL) Student:

1. If by the end of this semester you will have successfully completed all required units in your program you are eligible to apply into the Master of Chiropractic.
2. To apply into the Master of Chiropractic, applications open 9 September 2011 on UAC www.uac.edu.au
3. The exact date is not supplied please check the UAC website as soon as possible to ensure you apply in time.
4. Please keep in mind that you are applying into a new degree. This is not an automatic process and you need to submit an application **before the closing date which will likely be at the end of October 2010.**
5. If you are supported already by Fee-Help you will still need to re-apply and submit a form to Fee-Help. **Your Fee-Help assistance does not carry over into your next degree.**
6. To apply for Fee-Help visit the link below, please note that you must apply before the census date for fee assistance for 2012. It is your responsibility to make sure this is done.
<http://www.goingtouni.gov.au/Main/FeesLoansAndScholarships/Postgraduate/FullFeesAndFEE-HELP/ApplyingImportantDatesCensusDates.htm>

If you are an International Student (Bachelor of Chiropractic Science or Postgraduate Qualifying):

1. If you are a 3rd year Bachelor of Chiropractic Science student you must submit an “I expect to complete My Program” form **before 1st September, 2011** in order to graduate upon successful completion of the degree requirements.

* Postgraduate Qualifying students do not need to fill in this form, go to step 3.
2. This form can be accessed through your eStudent account. Found under the “View My Results link”. This form will open as a PDF please fill it out and submit to the Student Enquiry Services (Lincoln Building)
<http://www.reg.mq.edu.au/Forms/APSQualunder.pdf>
3. To apply into the Master of Chiropractic, you must lodge an application through the International Office. Download an application form, and complete it carefully, attaching all required documents. For your application to be processed without delay, it is very important that your form is complete and correct. The link is below:
<http://www.international.mq.edu.au/pdfs/study/Postgraduate/Macquarie%20University%20Postgraduate%20Guide%20for%20International%20Students%202010-11.pdf>

Please ensure you have read this document correctly and that you meet all the dates provided for your situation. **Do not make the mistake of assuming that you will automatically be enrolled into the Master of Chiropractic or that any of your Fee-Help will be carried over. It is your responsibility to ensure you meet any deadlines, apply on time and fill out the appropriate forms.**

If you are unclear of anything in this email, please contact the relevant support to assist you.

Universities Admissions Centre

www.uac.edu.au

(02) 9752 0200

Macquarie International

(02) 9850 6320

<http://www.international.mq.edu.au/>

Going to Uni

<http://sfes.deewr.gov.au/>

If you have any other questions, please do not hesitate to call 9850 9523 or 9850 6389.

Regards,

Louella Almeida

Executive Officer

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