



Swinburne University of Technology
 in conjunction with the
Executive Counselling & Training Academy
Mount Elizabeth Hospital & Parkway College

Please paste one photograph here for submission to Swinburne University

**APPLICATION FORM FOR ADMISSION
 MASTER OF SOCIAL SCIENCE (PROFESSIONAL COUNSELLING)**

- STAGE 1**
Graduate Certificate of Social Science (Professional Counselling) - 13th Intake
 Course Commences: 18 Jan 2011 Closing Date: 21 Dec 2010
- STAGE 2**
Graduate Diploma of Social Science (Professional Counselling) - 12th Intake
 Course Commences: 16 Feb 2011 Closing Date: 17 Jan 2011
- STAGE 3**
Master of Social Science (Professional Counselling) -13th Intake
 Course Commences: 21 Feb 2011 Closing Date: 21 Jan 2011
ELECTIVES: please tick one
 - CERTIFICATE IN COGNITIVE BEHAVIOURAL THERAPY**
 - CERTIFICATE IN FAMILY THERAPY**

Before submitting this application, please ensure that you have enclosed all items under 'Checklist' (point 6)

1. PERSONAL DETAILS (please print clearly)	
Name (as in NRIC / Passport) <i>Please underline Surname</i>	(Mr / Ms / Mrs/ Mdm/ Dr)
Preferred Name	
NRIC / Passport Number	
Country of Birth	
Citizenship	Singaporean / Permanent Resident / Others (please specify:)
Date of Birth	_____ / _____ / _____ Date Month Year
Marital Status	
Mailing Address	S()
Phone Number	_____ _____ _____ _____ Home Office Mobile Fax
Email Address	
Religion	
Language(s) Spoken	

2. EDUCATION DETAILS *(please print clearly)*

Post-Secondary / Tertiary Studies

List all tertiary or post-secondary courses attempted including any in current year

Name of Institution	Name of Qualification (Degree or Diploma)	Years Attended	Completed (Circle One)	Results attached (Circle One)
			Yes / No	Yes / No
			Yes / No	Yes / No
			Yes / No	Yes / No
			Yes / No	Yes / No
			Yes / No	Yes / No

Have you ever been precluded from further study at this University or any other higher education institutions?

Yes / No

If Yes, please give details -

3. ADDITIONAL INFORMATION

Other qualifications or certificate of attainment or competencies

(1) Applicable

(2) Not Applicable

If you respond to (1), please provide details:

The year you completed the qualification or certification _____

(a) Are you sponsored by an organization? Yes No

(b) How did you learn about the programme? (Please tick)

Friends Internet Mailers Others

Advertisement Current Student

If so, please give the name of the publication.

Name: _____

4. EMPLOYMENT & WORK EXPERIENCE (please print clearly)

Details of relevant employment or work experience

Organization	Position or Title	Dates		Full/Part Time (Circle One)
		From	To	
				F / P
				F / P
				F / P
				F / P
				F / P

Present Occupation:

Title:

Since:

Number of Years:

Brief description of duties and responsibilities

5. HISTORY OF MEDICAL DISORDER – Please tick Yes No

If Yes, please elaborate

6. HISTORY OF PSYCHIATRIC DISORDER – Please tick Yes No

If Yes, please elaborate

7. Are you currently taking any prescription drugs or medication?

Please tick Yes No

If Yes, please elaborate

8. DECLARATION

- (a) I understand that all the information provided will be used in the admission process. The data will also become a part of my student record and may be used for all purposes relating to my studies in accordance with the procedures of the Swinburne University of Technology and the Executive Counselling & Training Academy.
- (b) I declare that the information given to support this application form is accurate and complete. I am aware that the Swinburne University of Technology reserve the right to cancel my application at any time if the information given in this application is found to be untrue. If accepted as a student, I will comply with all conditions, rules and regulations of the University and its representative.

Date: _____ Signature: _____

9. CHECKLIST

The application package must contain the following documents:

- Duly completed application form (sections 1 – 8 of this form **must** be filled in)
- Two Copies of your GCE “O” Level Certificate and any other degrees, diplomas, certificates and official transcripts (**Please bring the Original Documents for the interview*)
- Two Copies of your Resume
- One-page typed and double-spaced essay on why you decide to apply for this course
- One-page character reference
- Two Copies of Identity card (both sides)
- One recent passport-sized photograph
- Cheque payment for Registration and Administrative Fee of S\$856.00 for entry into Graduate Certificate; and S\$1,070.00 for entry into Graduate Diploma or Masters.

Cheque should be crossed in favour of **ECTA**.

(Note that the registration and administrative fee will be refunded in full if the application is unsuccessful. However, the registration fee will be forfeited if the applicant withdraws)

The completed application package should be mailed to:

**Clinical Director
(Master of Social Science (Professional Counselling)
Executive Counselling and Training Academy Pte Ltd
451 Joo Chiat Road
#02-07/08/09/10/11 Katong Junction
Singapore 427664**