

Joint Medical Program (JMP) 2018

Bachelor of Medical Science and Doctor of Medicine

Completion of the JMP Online Application Form

Only applicants who are Australian Citizens, Australian Permanent Residents or New Zealand Citizens are eligible to complete the online Joint Medical Program application.

Admission of Aboriginal and Torres Strait Islander Students to the JMP

If you require information concerning the application/selection process for Aboriginal and Torres Strait Islander candidates to the JMP please contact:

The Wollotuka Institute

The University of Newcastle

Callaghan NSW 2308

 02 4921 6863


 deadlydocs@newcastle.edu.au

 newcastle.edu.au/wollotuka

Oorala Aboriginal Centre

University of New England

Armidale NSW 2350

 02 6773 3034

 oorala@une.edu.au

 une.edu.au/oorala

Information can also be found at:

newcastle.edu.au/joint-medical-program/aboriginal-and-torres-strait-islander-students/

The JMP Online Application – Step by Step

The information below has been provided to assist you in completing the JMP online application. Please ensure that you have firstly read the information available at newcastle.edu.au/joint-medical-program/how-to-apply

The online application must be completed in one session. You are not able to partially complete the application, exit from the application and then return to it at a later time. For this reason please ensure that you have carefully read the following instructions and have all the required information prior to commencing the application. It is recommended that you print these instructions and refer to them when completing your application. Applications submitted by fax, email or mail will not be accepted.

IMPORTANT: After submitting your application please ensure that you close ALL browser windows down fully. Otherwise other people using your computer may be able to access your account and use your identity.

If you experience technical difficulties when completing this application you should contact:

IT Support, University of Newcastle

 02 4921 7000

 17000@newcastle.edu.au

Things to Remember:

- Questions marked with an asterisk (*) are mandatory and require a response to enable you to progress. If a mandatory question is not answered an error message will appear at the top of the page (note: on some pages you may need to scroll up to view the error message).
- Questions with an arrow next to the response box have a drop down menu to select from.
- If at any stage you wish to cancel out of your application you can do so by clicking on the "Cancel Your Application" button which appears in the top right hand corner of each screen. Your application will not be saved.
- "Add to List" – when the "Add to List" button appears and the "Next" button is greyed out you must input a response and then save the details using the "Add to List" button. Once an entry has been saved you will then be able to progress using the "Next" button.
- When entering responses please ensure that you navigate using either your mouse or the **tab** key.
- Where an information icon appears next to a response more information is available by hovering over the icon.
- When you open a hyperlink at any stage throughout the application you can navigate back to the application by closing the web page that has opened – **do not arrow back**.
- **Prior to submitting your application** – Review your application using the "Review My Submitted Application" button. Use the "Prev/Next" buttons to navigate between pages to make any corrections.
- Once you have reviewed your application you are able to print an Application Summary Report – it is strongly recommended that you **print** a copy of the report as a record of your application.
- Registration Number - When you submit your application the online system will generate a receipt of application page which will include your registration number. Please print and retain a copy of this page. Applications will also be confirmed via email. The receipt and email are proof that you have submitted an application.

Rural/Remote Admissions Scheme (RRAS)

Are You Eligible to Apply as a Rural/Remote student?

RRAS is aimed at increasing the number of rural/remote origin students selected for entry to the Bachelor of Medical Science and Doctor of Medicine - JMP. To be eligible for consideration under RRAS you must be able to demonstrate that you have resided for at least five years consecutively or 10 years cumulatively from birth in a rural/remote location within Australia. **Only Australian Citizens and Australian Permanent Residents are eligible for entry under RRAS (New Zealand Citizens are ineligible to apply).** Please read all the information provided at newcastle.edu.au/joint-medical-program/how-to-apply/entry-support-schemes to ensure that you select the correct application option at the bottom of this page.

You can determine your eligibility to apply under the RRAS by using the ASGC-RA locator map available at: doctorconnect.gov.au/internet/otd/publishing.nsf/Content/locator. This map will allow you to determine whether your place of residence is located in a designated rural/remote area. Classifications RA2 to RA5 are deemed to be rural/remote for the purposes of submitting an application under the RRAS. Once you have checked your eligibility you can continue with your application by choosing either the RRAS or the Standard (non-rural) application button at the bottom of the page and then "Continue Application".

Applicant Details

UMAT Candidate Number

A UMAT score is valid for one year. UMAT scores can be used for admission **only** in the year following the test. Therefore a score obtained in 2017 can only be used for admission in 2018. You are required to place your 2017 seven digit UMAT candidate number in the spaces provided. It is your responsibility to ensure that you insert the correct UMAT number in the spaces provided. **An incorrect/invalid UMAT number may jeopardise your application.**

Personal Details

Complete all mandatory details remembering that you must ensure that the name provided on your application is exactly the same, in spelling and order, as that used when registering for UMAT and UAC. **Any inconsistencies may delay the processing of your application.**

Citizenship and Residency

You are asked to indicate if you are an Australian Aboriginal and/or Torres Strait Islander. Aboriginal and Torres Strait Islander applicants may be eligible to also apply for admission under the alternate Aboriginal and/or Torres Strait Islander pathway – separate application/selection procedures apply (see above for contact details).

You are required to indicate, using the drop-down menu, if you are an Australian Citizen, Australian Permanent Resident, New Zealand Citizen, New Zealand Citizen with a NZ Special Category Visa as at 26 February 2001 or 'None of the Above'. If you indicate 'None of the Above' you will be able to continue with the application but a message will appear notifying you that the University of Newcastle/University of New England does not accept direct applications from international students.

Contact Details, Preferred Enrolment and Interview Location

Address

You are required to provide a home address (full street address not Post Office Box) and an address for correspondence.

Contact Details

Provide all relevant contact numbers. A home telephone number is a required field but it is **strongly recommended** that you also include a mobile contact number.

Email Address

You are required to provide an email address. You need to regularly check the email address provided as correspondence relating to your application may be forwarded to this address.

Preferred Enrolment Location

You are requested to indicate your preferred university of enrolment, either University of Newcastle or University of New England. You are also asked to indicate if you would be willing to attend the alternate university in the instance that you do not gain selection at your preferred location. Preferences can be changed online up until 29 September 2017. After this date requests to change preferred enrolment location must be made in writing to the Dean of Medicine – JMP. These requests must be submitted via email jmpadmissions@newcastle.edu.au by Monday 11 December 2017 and will only be considered under exceptional circumstances.

Preferred Interview Location

You are required to indicate your preferred interview location: University of Newcastle – Callaghan Campus or University of New England – Armidale. Rank your preferences 1 (most preferred) and 2 (least preferred). Although every effort will be made there is no guarantee that an applicant will be allocated to their highest ranked preference. You should note that allocated interview location has no bearing on final enrolment location. Online interview location preferences can be changed up until Friday 6 October 2017.

Secondary Studies

You are asked to indicate if you are currently studying, or if you have previously completed final year secondary (High School) studies (e.g. Higher School Certificate). If you answer 'Yes' you will be asked to provide Secondary School details, e.g. examination attempted, the year attempted and the school you attended. You should ensure that you provide the correct street address for your school including the postcode.

Tertiary Studies

You are asked to indicate if, by the end of 2017, you will have completed a minimum of one full-time year of study (full academic load), or its part-time equivalent, at a University (or other recognised tertiary institution). To be considered under this category applicants must have completed a minimum of one full-time year (EFTSL=1), or equivalent part time, of approved study in a single program at a higher education institution. Study undertaken across two or more programs of study cannot be combined to satisfy the one full-time year of study requirement. Credit granted in a program of study is not taken into account when calculating a full-time study load.

If you respond “No” to this question you will be asked to indicate if you are eligible for the **Rural Bonus Scheme**. All applicants applying on the basis of secondary examination results (that is, applicants who have not completed one full-time year of tertiary studies) who have completed their Year 12 examination at a school in a designated rural/remote location, regardless of the year the examination was undertaken, will be considered for entry under the Rural Bonus Scheme. Determination of eligibility for the Rural Bonus Scheme will be based on the postcode of the high school attended. Applicants are able to assess their eligibility for the Rural Bonus Scheme by entering their school's street address (not PO Box) in the ASGC-RA locator map available at: doctorconnect.gov.au/internet/otd/publishing.nsf/Content/locator. At the bottom of the Rural Bonus Scheme page you are required to identify your school as either rural or non-rural and then to “Continue Application”.

If you respond “Yes” to this question and you are lodging a standard (non-rural) application you will be required to provide details of the course/program(s) undertaken, University attended and period of study (duration). Applicants will be required to provide details of all course/program(s) undertaken at a University (or other recognised tertiary institution). By utilising the “Add to List” feature on this screen, applicants are able to list more than one program of study.

RRAS applicants who indicate “Yes” to this question will be asked to provide details of their tertiary study as part of the required RRAS information (see below).

Note:

- You are not required to provide copies of your academic transcripts to the University of Newcastle/University of New England as part of this application.
- TAFE qualifications and University enabling programs are not recognised for the purpose of admission to the Joint Medical Program.

Rural Remote Admissions Scheme (RRAS)

If you are applying under RRAS you will be requested to provide the following information. The information is required to substantiate/validate your rural/remote status. The University of Newcastle/University of New England have the right to request the presentation of original documents at any time during the application process or while the student is enrolled at the University. In the event that a supporting document is found to be incomplete or fraudulent, the University will take appropriate action which may include withdrawing the offer of admission or student's enrolment. **If you are not applying as a rural applicant you will not see the following pages.**

Home address(es) since birth:

You are asked to provide details of all home addresses and duration of occupancy since birth. It is possible to list multiple residences using the “Add to List” button.

School details since the age of five years:

You are asked to provide details of all schools attended (including street address) and duration attended since the age of five years. It is possible to list multiple schools using the “Add to List” button.

If applicable you are also required to provide the following information concerning tertiary studies and employment - if these questions are not applicable you can move past these screens using the “Next” button.

Tertiary details:

You are asked to provide details of all programs/courses of study undertaken at University level including program/degree title, institution attended and duration of study. It is possible to list multiple programs/courses using the “Add to List” button - if these questions are not applicable you can move past these screens using the “Next” button.

Employer details:

You are asked to provide details of your employment history including employer name, address, contact number and duration of employment. Multiple employers may be listed using the “Add to List” button - if this question is not applicable you can move past this screen using the “Next” button.



Supporting Documentation:

All RRAS applicants are required to provide at least one signed statement from a rural community leader (e.g. previous employer, doctor, school principal) which substantiates/validates the information provided regarding rural/remote status. The RRAS statement can either be on the community leaders letterhead or they are able to complete the "RRAS Verification Statement" which can be found at: newcastle.edu.au/RRASverification

Important Information Concerning the Required RRAS Supporting Documentation

Documentation must be provided to substantiate/validate residence in a rural/remote location for a minimum of five years consecutively or 10 years cumulatively – this can be either one or, if required, a number of separate statements verifying different periods of residence. You have the option of either - a) uploading one document as part of your application (**pdf or tif format only**) remembering to click the "Attach" button once you have identified and selected the document or b) mailing the supporting RRAS document(s) to the following address:

RRAS Supporting Documentation - Joint Medical Program

School of Medicine and Public Health
Bowman Building
University of Newcastle
Callaghan NSW 2308

The purpose of the statement is to validate a candidate's rural/remote status; IT IS NOT A PERSONAL REFERENCE. The statement MUST include the rural/remote location in which you reside(d) (street address, town, postcode) and the period of residence covered by the statement(s).

RRAS supporting documentation must be received by **Friday 6 October 2017** – documentation received after this date may not be able to be considered. RRAS applications with no supporting documentation or incomplete documentation after **6 October 2017** will be transferred to the standard non-rural application pool. Supporting documentation will not be returned so it is suggested that you provide copies, certified by an approved authority or agent (eg, Justice of the Peace), rather than the original documents.

Bonded Medical Places Expression of Interest

You are requested to indicate if you wish to be considered for a Bonded Medical Place (BMP). You should familiarise yourself with the terms and conditions related to this scheme. Information can be found at: newcastle.edu.au/joint-medical-program/how-to-apply/entry-support-schemes

Only candidates who are eligible for final selection and who indicate an Expression of Interest will be considered. The closing date for the online expression of interest is Friday 11 December 2017.

New Zealand citizens who were New Zealand Special Category Visa (SCV) holders as at 26 February 2001 are considered to be the equivalent of an Australian Permanent Resident for the purpose of the Migration Act 1958. NZ citizens who are SCV holders are eligible to apply to be considered for a Bonded Medical Place. A New Zealand citizen who was not a SCV holder as at 26 February 2001 is not considered to be a permanent resident of Australia and as such is not eligible to apply for this scheme. If you identify as a New Zealand Special Category Visa (SCV) holder you will be required to provide proof of your status.

Research Questions

These questions are optional and the information collected will be used for research purposes **only**. They do not form part of your application for admission to the JMP.

Declaration

Please read the Declaration carefully. You are required to agree to the Declaration (tick the box) before you will be able to submit your application.



Health
Hunter New England
Local Health District



Health
Central Coast
Local Health District



Prior To Submitting Your Application

Prior to submitting your application it is strongly recommended that you review your application and print a copy of the Application Summary Report for your records.

Review My Application

The "Review My Application" button will provide a summary of the information you have provided. **It is strongly recommended that you PRINT the Application Summary Report for your records.** You are able to review, and if required change your responses to questions prior to submitting your application. You are strongly encouraged to take this opportunity to check your responses. If you need to make corrections to your application you are able to navigate back through the application pages by using the "Prev" button after closing the "Application Summary Report" page. Once you have reviewed your application you need to tick the box "I have reviewed and saved/printed my Application Summary Report".

Submit the Completed Application

Once you have agreed to the declaration and indicated you have reviewed your application you are able to lodge your application by using the "Submit My Application" button.

Please Remember - After submitting your application you should ensure that you close **all** browser windows down fully to avoid others accessing your account and to protect your identity.

Registration Number

When you submit your application the online system will generate a receipt of application page headed "Your Application has been successfully lodged". The information on the page will include your Registration Number. It is strongly recommended that you **print a copy of this page and/or take a copy of your Registration Number. You will also receive an email confirming the submission of your application.**

If you do not receive an email this indicates there has been a submission error and you should contact the JMP IMMEDIATELY (refer contacts below).

General enquiries concerning the application/selection process to JMP should be directed to either:

Enquiry Centre

The University of Newcastle
Callaghan NSW 2308



02 4921 5000



newcastle.edu.au/askuon

newcastle.edu.au/jmp

Future Students Team

University of New England
Armidale NSW 2350



1800 818 865



une.edu.au/askune

une.edu.au/jmp