Sponsored Student Information

A Sponsored Student is an international student accepted into a program of study at UNSW which is fully paid by a UNSW-approved Sponsoring Authority.

All Sponsored Students at UNSW are subject to UNSW policies and procedures, as well as Australian Government regulations, such as the ESOS Act which govern Australian universities and their international students.

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1. Sponsoring Authority

A Sponsoring Authority is a government, non-government or corporate organisation that is recognised or approved by UNSW. The Sponsoring Authority agrees to provide funding for the tuition and education related expenses of its nominees at UNSW for the length of their program of study. UNSW has, and enters into arrangements (such as memorandums of understanding) with such bodies to fund programs of studies. UNSW will also recognise such bodies on an individual basis where the body is approved as having appropriate standing.

2. International Sponsorship Registration Form

This form is used to confirm the commitment of the Sponsoring Authority to fully fund the individual student's particular program of study at UNSW. It also confirms the Sponsored Student's acceptance of the details of their sponsorship at UNSW.

The form also facilitates administrative and record keeping arrangements at UNSW. This may include details of:

- English Language Program(s),
- Foundation Year Programs,
- Overseas Student Health Cover (OSHC),
- Agreement for release of information relating to academic studies (Transcript and Research Progress Reports) to the Sponsoring Authority
- Sponsoring Authority Nominee (Contact Person)
- Sponsoring Authority Invoicing Contact for issue of Tuition Fee Statements by UNSW Treasury
3. Letter of Guarantee

In most cases a Sponsoring Authority will automatically issue a Letter of Guarantee on their own letterhead to indicate their sponsorship support of a particular student and provide this to UNSW.

UNSW always requires that an International Sponsorship Registration Form be completed by both parties and lodged by the student with their Application before admission to a program can be completed. Details of where to send the form are noted on the form.

A Letter of Guarantee will be required by UNSW to assess and approve new Sponsoring Authorities. This is where UNSW does not currently have an existing relationship with a Sponsoring Authority.

4. Application Process for Sponsored Students

The following is a brief outline of the processes for application and acceptance of Sponsored Students at UNSW. There may be some variation to these processes from session to session and by special agreement with some Sponsoring Authorities.

1. The Sponsoring Authority selects Sponsored Students through their internal selection processes. The Sponsoring Authority should ensure that they have a dedicated Nominee or Contact person to manage and assist the students and to liaise with UNSW.

2. Sponsored Students should then apply to UNSW through the International Student Application process. This can be either through UNSW Apply Online or by lodging an International Student Application form to UNSW Admissions or the UNSW Graduate School of Research. This should be well in advance of the advised application deadlines.

3. Where there is no arrangement currently in place to accept Sponsored Students from a particular Sponsoring Authority, UNSW will need to approve the Sponsoring Authority.

   1. A Letter of Guarantee will need to be completed by all non-recognised Sponsoring Authorities. A sample Letter of Guarantee is included in the forms section. This letter will need to be forwarded along with the Student's International Sponsorship Registration Form. A copy should also be sent to financialaid@unsw.edu.au with a brief letter or email to request for registration with UNSW. Approval for non-recognised Sponsoring Authorities must normally be granted by UNSW before a student can be admitted to their program. This assessment process will take only a few days. A list of Recognised UNSW Sponsoring Authorities can be found here.

4. When applying for admission to UNSW, Sponsored Students should complete the section on the UNSW International Student Application form (either online or on the paper application) indicating that they are intending to enrol as a Sponsored Student.

5. Sponsored Students and their Sponsoring Authority are required to complete the International Sponsorship Registration Form. This should preferably be before the assessment of their application for admission as an International Student to speed up the application process.

6. The International Student Application Fee will be waived for all Sponsored Students from a recognised Sponsoring Authority on receipt of an International Sponsorship Registration Form.

7. The UNSW Admissions Office or UNSW Graduate Research School will assess the application for admission to UNSW. If the student meets relevant entry requirements they will receive a Conditional or Full Letter of Offer from UNSW Admissions, and full information on how to accept their offer to UNSW.
8. If a student has indicated that they are a Sponsored Student and has not supplied a completed International Sponsorship Registration Form, UNSW Admissions will require the submission of the form as part of the Acceptance of Offer Process. Sponsored Students will not normally be able to accept their offer to UNSW without the submission of the form.

9. UNSW will provide the Sponsored Student and the Sponsoring Authority a confirmation of registration on receipt and approval of the International Sponsorship Registration Form and Letter of Guarantee (if required).

10. Once the sponsorship of the student has been registered, UNSW will normally liaise directly with the Sponsoring Authority in respect of billing of program related tuition fees and any other associated costs.

5. How to become a recognised sponsoring authority

UNSW enters into arrangements with a range of governments and other organisations for the provision of programs to groups of their nominated Sponsored Students.

Organisations wishing to become a recognised Sponsoring Authority for a large number of students will need to contact the UNSW International office to discuss entering into such an arrangement or developing a Memorandum of Understanding with UNSW. UNSW Faculties wishing to arrange such programs should also consult with UNSW International concerning such arrangements.

Individual requests by non-recognised sponsoring authorities to provide for a Sponsored Student and will be considered by UNSW. See section 3 of General Procedures for Application for Sponsored Students and ensure that a Letter of Guarantee is lodged to UNSW International Office well in advance of application deadlines.

UNSW has due-diligence arrangements in place for assessing and recognising sponsoring authorities. Assessment will normally take only a few days.

6. How to become a sponsored student?

Students need to make their own enquiries within their home country or own organisation about to become a Sponsored Student.

UNSW has a list of possible International Sponsoring Authorities in each country.

See also the List of UNSW Recognised Sponsoring Authorities above.

If your government or organisation is recognised and provides Sponsored Students to UNSW then you must also contact the person or department responsible and determine what policies and procedures you would need to follow to gain a nomination as a Sponsored Student.

If your organization does not have an agreement with UNSW but wishes to sponsor you for a program of study then please see General Procedures for Application for Sponsored Students above and lodge appropriate documents with your International Student Application to UNSW.

7. Changes to Sponsorship while at UNSW

If a Sponsored Student’s sponsorship situation has changed since the commencement of their program of study or since the last lodgement of an International Sponsorship Registration Form then a UNSW International Sponsorship Registration - Current Student Change of Details Form must be lodged with UNSW.
Situations where this may occur include:

- Change of an the agreed UNSW study program by the Sponsored Student or Sponsoring Authority
- Extension or reduction in length of the agreed UNSW study program
- Change of Sponsoring Authority
- Change of Sponsoring Authority Contact or Billing Details

This form should be lodged with UNSW Student Central, International Admissions Section or UNSW Graduate School of Research if there is any change at all in the status of a Sponsored Student's study program or with their Sponsorship Authority.

Students who fail to register this form with may become liable for, and incur the costs of any tuition or education related expenses if their Sponsoring Authority is not prepared to continue to provide sponsorship.

Please refer to www.international.unsw.edu.au to download Sponsorship forms.

For further information about sponsorship, please contact:
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