



## Conditional CoE Request Form 有条件入学确认函申请表

This form is used by applicants wishing to obtain a Confirmation of Enrolment (CoE) whilst being a holder of a Conditional Offer. To apply for a Conditional CoE please ensure that sections A, B and C of this form are completed.

此申请表仅供有条件录取通知书持有者欲申请电子入学确认函使用。若申请有条件电子入学确认函，请务必将此表 A,B,C 三部分填写完整。

It is important to note that a CoE will only be issued to applicants with Conditional Offers in limited circumstances. The completion of the form and submission of the required items in no way guarantees the issuance of a Conditional CoE. Upon receipt of the complete documentation, each request will be assessed on an individual basis and an outcome communicated accordingly. Approval of a conditional CoE request form is not considered an automatic acceptance of your course.

请注意有条件入学确认函将只在指定情况下授予给有条件录取通知书持有者。递交该表格和所要求的材料并不能确保有条件入学确认函的发放。在收到完整材料后，大学将根据每份申请个体情况进行评估，并将相应结果传达给申请者。Conditional CoE Request Form 通过审核不等于 International Student Course Agreement Part B (Your Acceptance) 通过审核。

SECTION A. PERSONAL DETAILS 第一部分：个人信息	
Monash Student ID number: _____ 蒙纳士学生ID号	Date of Birth: _____ 出生日期
Family name: _____ 姓氏	Given name(s): _____ 名字

SECTION B: APPLICANT DECLARATION 第二部分：个人声明
<ul style="list-style-type: none"> <li>I understand that if I am issued a Confirmation of Enrolment (CoE) whilst I am the holder of a Conditional Offer, I will not be permitted to enrol at Monash University or Monash College unless the conditions of my offer have been satisfied prior to the enrolment date of my course/s. 我明确在持有有条件录取通知书时获得有条件电子入学确认函，我需要在注册日期前满足录取通知书上所有条件，否则蒙纳士大学或蒙纳士学院将不会允许我注册。</li> <li>I understand that the COE will be cancelled and Department of Home Affairs notified if I do not meet the conditions as stated on the offer letter. Any refund will be processed according to the Monash University or Monash College refund policy as stipulated in the offer letter. 我明确如果没有满足通知书上所有条件，蒙纳士大学或蒙纳士学院将取消我的入学确认函并通知移民局。相关退费将根据蒙纳士大学或蒙纳士学院录取通知书上的退费条款进行。</li> <li>I undertake to enrol on time and be present at Monash University on the registration date of my course/s. I understand that if I fail to enrol on time or register my arrival by the latest date, I may not be offered a place in the course. I understand that any expenses I incur, including travel expenses, are my own responsibility regardless of the circumstances in which they arose and Monash University or Monash College will not be liable in any way for these expenses. 我明确要按时注册并在课程报道日期按时报到。我明确如果没有按时注册和报到，我的课程录取可能被取消。我明确在任何情况下所产生的消费，包括旅行支出，都将由我个人承担，蒙纳士大学或蒙纳士学院在任何情况下均对此不负有责任。</li> <li>I will submit all required documents as stipulated in the conditions of my International Student Course Agreement (offer letter) at least two weeks before my course start date. I will contact you if I am unable to provide the required documents by that date. 我会在注册日期至少两周前向Monash提交所有申请材料以确保满足我的录取通知书上所有条件。如果无法在此日期前提供所有的申请材料，我会及时通知Monash。</li> <li>I understand that I may be required to defer my course commencement to the next available intake if I fail to submit the required documents by the above deadline. 我明确如果我在截止日期之前提交所有所需材料将会被要求推迟入学时间。</li> <li>I undertake to leave my home country only when I have a Full Offer from Monash University or Monash College. 我明确只有持有蒙纳士大学或蒙纳士学院的完整录取通知书后我才启程前往澳大利亚。</li> </ul>



- In the event that I am already in Australia when my results are released and I do not meet the Monash University requirement for the course I have accepted, I will be reassessed for an available course with lower requirement or/and enrol at Monash College.  
如果我的最终成绩没有满足录取通知书上的所有条件且已经抵达澳大利亚，我的申请将会被重新审核。

Signed \_\_\_\_\_  
签名

Date \_\_\_\_\_  
日期

If you are Under 18, your parent/guardian needs to sign below to confirm they understand the terms of the Conditional CoE request and agree to the student's declaration  
如果你未满18周岁，你的父母/监护人需在下方签字同意以上条例及学生的申明。

Parent/Guardian Signature \_\_\_\_\_  
父母/监护人签名

Date \_\_\_\_\_  
日期

**SECTION C: DETAILS AND SIGNATURE OF WITNESS (The witness must be a representative of a Monash approved agent or equivalent)**

第三部分：见证人信息及签名（见证人必须是蒙纳士认可代理或相应人士）

Please note: SECTION C is required ONLY if you applied through an agent. 注明：如果你是通过中介递交申请，请填写以下部分

Name: _____ 姓名:	Relationship to applicant: _____ 与申请者关系:
	<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;"> <p>please place Monash-Accredited Education Agency stamp in this area 蒙纳士认证代理盖章处</p> </div>

If you applied through an agent, please submit the requested document through your agent. Your agent can then submit it through the agent online application.

通过中介递交申请的学生，请将所需文件递交给中介。你的中介需要将文件上传至蒙纳士大学国际学生线上申请系统。

**Collection Statement**

**信息采集声明**

The information on this form is collected for the primary purpose of assessing your eligibility for the issuance of a Confirmation of Enrolment whilst you are the holder of a Conditional Offer. The information on this form may be retained by the University for the duration of your enrolment. You have a right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact the University Privacy Officer at [sss.privacy@monash.edu](mailto:sss.privacy@monash.edu).

申请表上所采集信息只作为评估有条件录取通知书持有者是否符合授予电子入学确认函资格使用。此表格中信息可能会被大学在课程期间保留。你有权访问蒙纳士大学所持有个人信息，但受制于相关法规除外。如果你希望访问你的个人信息或咨询你的个人信息处理情况，请联系蒙纳士大学隐私官 [sss.privacy@monash.edu](mailto:sss.privacy@monash.edu)。