



## Instructions on how to apply (first initiation)

### **Step 1 Check your eligibility**

#### **a) Admission**

Doctor of Philosophy: Entry Requirements ([PhD](#), [Masters](#)) & [English Language Proficiency](#)

**Note:** Candidature rules and other important information for PhD candidates in the [Handbook for Doctoral Degrees](#)

#### **b) Scholarship**

For further information, please click [here](#)

### **Step 2 Find Supervisors (minimum two)**

Graduate research degrees involve the independent investigation of a research problem formulated by students in consultation with their supervisors. Potential supervisors can be viewed using this [link](#)

## Instructions on how to apply now that you have your Invitation email

When completing the on-line application [Higher Dreams], you will be asked to upload a letter from the School to prove that you have been invited to apply. Please use the email you have received as your Invitation to Apply letter. Please note this is only an Invitation to Apply and does not guarantee admission or a scholarship to Monash University.

When you are completing the application, please ensure your application includes the following evidence where applicable.

### **APPLICATION CHECKLIST**

- Research Proposal**  
Your application must include a Research Proposal. Please read the [research proposal](#) instructions. Your nominated supervisor will be able to assist with a suggested topic.
- Academic Transcripts**  
Include **full academic transcripts** showing **all grades you achieved** during your degree from the University(ies) you have studied at as well as a copy of your **completion/graduation certificate(s)** and **grading scheme/system** the University(ies) you studied at.  
The grading scheme of your university is usually printed on the back of your academic transcripts or at the bottom of the transcripts as a "Key to the grading system". If your university does not list the grading system on your academic transcripts, you can provide evidence from your University's website about the grading system. You will need to upload these documents as one PDF file to each degree you are claiming in your application.
- Class Ranking**  
If possible, obtain a letter from your University(ies) of your overall ranking in your graduating year e.g. Ranked xx/xx graduating students. If your ranking is stated on your academic transcripts, you are not required to submit this supporting letter.
- Final Year Reports/Thesis**  
If you have completed Masters or Bachelors final year reports during your degree(s) provide a PDF copy so we can undertake an in-house evaluation.

**Publications**

For any publications you have written, it is essential to highlight information such as, "Journal Ranking e.g. Inorganic Chemistry [ISI Rank=4/45, Q1 (CHEMISTRY, INORGANIC & NUCLEAR)]. Also highlight your contribution to the paper (e.g. 60% contribution, listed as 1<sup>st</sup>/5 Authors).

**Awards**

If you have received awards during your degree(s) ensure you highlight and upload supporting documentation that confirms the importance of the awards. If any of your documents are not in English, you will need to provide certified translated copies.

**Relevant Work Experience**

All evidence of work experience must be in the form of an employment statement on the company's official letterhead. The start and end dates that you were employed must be included in the statement/letter.

**Curriculum Vitae/Resume**

Include a well presented Curriculum Vitae/Resume.

**Citizenship/Passport**

A PDF copy of your passport photo page (this page only) must be included in your application. If you do not currently hold a passport please upload either a copy of your citizenship ID card or your birth certificate.

**Additional Information**

Any other relevant information you feel would enhance your application from your University studies. Please DO NOT include any documents from your high school or lower years of education.

**Please note English criteria:**

Applications cannot be considered if you do not meet the English criteria. Please familiarise yourself with Monash University [English](#) requirements.

**Wishing you all the best with your application.**