



**MONASH**  
University

Ranked  
37<sup>th</sup> in the  
World<sup>1</sup>

Ranked 16<sup>th</sup> in the  
World for the subject of  
Education<sup>2</sup>

A member of the  
Group of Eight of  
Australia's leading  
Universities<sup>3</sup>

# Monash University

- Master of Counselling Course Registration Number: 212512
- Graduate Certificate of Counselling



# Message from the Vice-Chancellor and President



**Professor Sharon Pickering**  
Vice-Chancellor and President  
Monash University

It is a privilege to lead a university that is a global leader in education and research. Monash's commitment to international excellence is not just a statement; it's a practice embedded in everything we do.

Our university has made significant strides in research and teaching excellence over the past 60 years, achieving a ranking in the top 1% of world universities<sup>1</sup>. This is a testament to our dedication to nurturing generations of professionals who make a positive difference globally. In partnership with Kaplan Hong Kong, we are proud to extend our world-class programmes to you. Our shared vision with Kaplan is to offer an education that not only equips you with academic knowledge but also prepares you to meet the challenges of a rapidly changing world.

Welcome to Monash University, where your journey towards making a global impact begins.

<sup>1</sup>QS World University Rankings 2025

# University Accreditations, Recognition & Memberships



6<sup>th</sup> in Australia  
for graduate  
employability<sup>1</sup>

16<sup>th</sup> in the world  
for education<sup>2</sup>

37<sup>th</sup> in the world<sup>3</sup>

A member of the  
Group of Eight  
of Australia's leading  
Universities<sup>4</sup>

Monash University is one of Australia's largest and most dynamic universities. Its research is internationally recognised, its faculties are acclaimed for teaching excellence throughout Australia, and its graduates hold prestigious positions worldwide in commerce, education and industry. Monash University is committed to upholding the highest academic standards and ensuring that all its operations, scholarly or corporate, compare favourably with the world's best. Monash University is one of Australia's most important centres of research and scholarship.

As Australia's largest university<sup>5</sup>, research at Monash is undertaken across a diverse array of disciplines and is applicable to numerous industries. For more than 60 years, research at Monash University has changed the world. Its groundbreaking discoveries have earned the University a national and international reputation for the quality of its research, and its work improves health, solves complex global challenges and empowers whole communities. Monash University is ranked among the World's Top 50 Universities (QS World University Rankings 2025) and has a worldwide reputation for excellence in teaching and research. Its graduates are widely sought after by employers internationally for their academic abilities and their reputations as independent learners, innovators and leaders. With more than 70,000 students in six locations across Australia, China, India, Italy, Malaysia and Singapore, Monash University offers a variety of programmes that are truly unique.

## Faculty of Education

The Faculty of Education at Monash University has a national and international reputation for excellence in teaching and research, ranked 16<sup>th</sup> in the world for Education (Times Higher Education world rankings 2024). We are committed to the lifelong learning of not only our graduates but also the capacity building of the broader intellectual education community including our alumni, research partners, industry professionals and policymakers in Australia and across the globe. With our teaching and through our research and engagement, we work to improve the quality of education around the world. With counselling and educational psychology, we work to improve the wellbeing and mental health of our communities. We are proud to equip the next generation of counsellors, educators, educational psychologists and researchers with the skills and knowledge needed to flourish in their work and make a real difference in the world.

<sup>1</sup>Times Higher Education Graduate Employability: Top Universities in Australia Ranked by Employers 2023-2024

<sup>2</sup>Times Higher Education World Rankings by Subject 2024

<sup>3</sup>QS World University Rankings 2025

<sup>4</sup>go8.edu.au

<sup>5</sup>topuniversities.com/universities/monash-university

# Monash University

Unique Features of the Programme	Benefits
100% assignment-based	With a fully assignment and research-based programme, the contents covered will be most relevant to the industry and your daily work.
Well-paced study schedules to cater to professionals in both public and private sectors	The flexible programme delivery allows you to balance other commitments such as work and family.
Fully taught by faculty members from Monash University	Experience the same degree programme locally, with the exact content and professors from Monash University in Melbourne, Australia, without the need to go abroad.
Access Monash University Learning Systems – modern interactive learning online	Save time visiting libraries for your assignment or research. You will be given access to the most updated articles located in Monash University's online portal.
Obtain a well-recognised qualification from Monash University in a minimum of 12 months. (Subject to University's entry requirements)	The degree is the same as that awarded to on-campus students of the University.

## Faculty Support



**Professor Viv Ellis**  
Dean  
Faculty of Education  
Monash University



**Professor Alexander Kostogriz**  
Associate Dean (International)  
Faculty of Education  
Monash University



**Dr Nicky Jacobs**  
Kaplan Academic Coordinator  
(Singapore/Hong Kong), School of  
Educational Psychology and Counselling  
Faculty of Education  
Monash University

To view the profiles of the academic staff, please visit <https://www.monash.edu/education/research/profiles> (teaching staff is subject to change).



# Monash University Lecturers' Profiles



**Doug Scott**  
Master of Counselling

As the Master of Counselling Course Leader with 16 years teaching experience at Monash and other Victorian universities, Doug has amassed 30 years working in the mental health sector, spanning clinical and community settings. He served as the Director of Open Arms, a counselling service for veterans and their families, and as the Director of Assessment Services for the Department of Human Services, overseeing a team of 100 allied health professionals. Doug has led teams of counsellors through unique post natural disaster environments, held a position at the Australian Psychological Society as the Executive Manager of Professional Practice and has conducted specialised training in Mongolia on topics such as trauma counselling and suicide prevention.



# Master of Counselling

## About Master of Counselling

The Master of Counselling programme in the Faculty of Education is a skill-based programme suited to those with an interest in counselling. It is taught by academics with extensive experience working as professional counsellors or psychologists and offers a professional qualification and authentic counselling experience. It is suitable for people from a variety of professions such as counselling, psychology or social work.

## Modules:

- Advanced Ethics and Professional Issues in Counselling
- Cognitive Behavioural Therapies: Assessment and Intervention
- Contemporary Counselling Approaches
- Counselling Couples, Families and Groups
- Counselling for Change and Transition\*
- Counselling in the School Years^
- Diversity in Counselling^
- Emerging Counsellor Practice
- Foundations in Counselling: Evidence-Based Practice\*
- Grief and Trauma Counselling
- Introduction to Ethics and Professional Issues in Counselling\*
- Learning and Career Counselling^
- Lifespan Development and Counselling\*
- Supervised Counselling Placement A
- Supervised Counselling Placement B
- Telehealth and Technology in Counselling^

\*Exemption granted due to recognition of prior learning.

^Further exemption can be given based on additional approved academic qualifications and/or recognition of prior learning.

## Learning Cycle

Each semester typically covers 1-2 modules of study and each module consists of 12 hours of lectures and 12/24 hours of tutorials. The advantage of this structure is that professionals enrolled in the programme are able to concentrate on 1-2 modules of study at a time. Each semester consists of:

- Orientation
- Weekly readings and activities
- Assessment preparation and submission
- Further reading and research

Note: The University and Kaplan reserve the rights to change or amend, modify, suspend, continue or terminate all or any part of the learning cycle at any time without prior notice. For illustration purposes, the above learning cycle is based on 13 weeks. It can vary between 4 to 19 weeks. Students are required to refer to the timetable provided.

## Master of Counselling Strengths & Advantages

- Accredited by the Australian Counselling Association (ACA)
- Accredited by the Psychotherapy and Counselling Federation of Australia (PACFA)
- 100% assignment-based, no examinations
- Possible completion of programme in 1.5 years, instead of 2 years (Subject to meeting the University's entry requirement)
- Seminars conducted by Monash University academic faculty
- It is suitable for people from a variety of professions such as education, health care, human resources, social welfare, and training and development.

## Clinical Practice

An integral component of the programme involves gaining professional experience, providing you with an opportunity to apply theory to practice under supervision in clinical settings.

The Counselling Placement Team supports all students to facilitate placement opportunities. Students located outside of Australia are required to proactively source their own placements from local providers, under the guidance of the Counselling Placement Team. Please note, most opportunities will involve a formal application process, including an interview, to secure the placement. The cost of on-site or individual clinical supervision is negotiable between students and their supervisors and will be borne and paid directly by students to their Clinical Supervisors.

Accreditations remain subject to accreditation providers. Kaplan Higher Education (HK) Limited is not responsible for any changes in accreditation requirements or loss of accreditation status not attributable to Kaplan Higher Education (HK) Limited.

# Master of Counselling

## Coursework & Assessment

Each module will be formally assessed through approaches such as essays, reports and/or studies. These approaches are determined by the academic staff member responsible for the module.

The “Active Learning” teaching approach is used. Students will be provided with an opportunity to engage with relevant literature and resources. Students will be encouraged to deepen their understanding of topic areas through collegial discussion and debate, and by participating in activities designed to extend their understanding. Each module will be formally assessed through approaches such as case studies, essays, reports and/or video presentations. The assessments for each module are approved by the University’s Academic Board.

## Programme Management

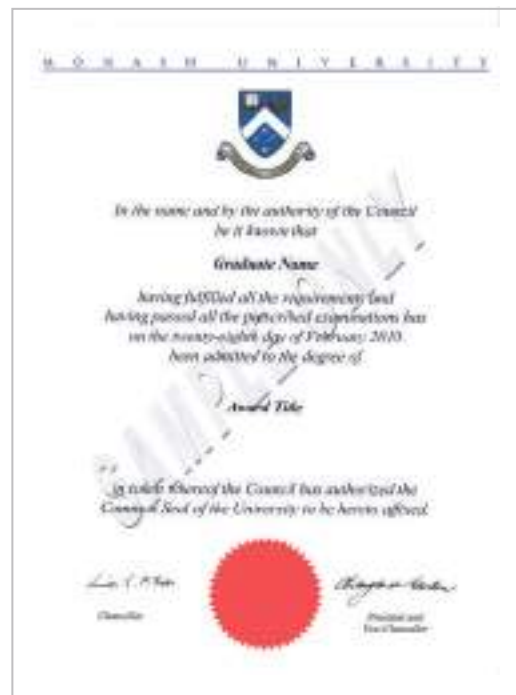
Monash University will assign, to each student, an Education Success Advisor who will regularly liaise and assist the student with all their queries from enrolment to graduation. Students will receive all information pertaining to their study modules via the University’s Learning Management System – Moodle.



## Graduation & Recognition

Students who successfully complete the programme will be awarded the prestigious **Master of Counselling** from Monash University.

The degree will be the same as that awarded to the on-campus graduates in Australia.





# Module Outline



## Advanced Ethics and Professional Issues in Counselling

This module develops an advanced understanding of the ethical, legal, and regulatory dimensions of professional counselling practice. You will use your knowledge of the ethical foundations of the profession to gain insight into managing the complex issues and dilemmas faced by counsellors in practice in line with current professional codes and guidelines. Topics addressed include confidentiality and privacy, diversity, implementing ethical principles and codes of practice, legal responsibilities, managing client and practitioner safety, managing dual relationships and professional boundaries, personal, social, and professional values, and working collaboratively with other professionals and key stakeholders (eg. parents of clients). You will also explore the key ethical considerations of working in various contexts such as community agencies, online counselling, private practice, and schools.

## Cognitive Behavioural Therapies: Assessment and Intervention

This module provides you with an introduction to Cognitive Behaviour Therapy (CBT), which is one of the most commonly used therapies in counselling and psychotherapy. CBT has sound research evidence of its effectiveness and can be applied to a wide range of presenting problems. You will gain knowledge and skills in CBT assessment, formulation, interventions and treatment planning. Additionally, you will be introduced to other cognitive therapies including Acceptance and Commitment Therapy (ACT), Motivational Interviewing (MI) and Rational Emotive Behaviour Therapy (REBT). The strengths and limitations of CBT and these

other cognitive therapies are critically examined. Throughout the module, you will be given an understanding of the theoretical underpinnings of these therapies and learn practical clinical skills in applying them to help clients with their problems.

## Contemporary Counselling Approaches

This module introduces you to six different contemporary counselling approaches. You will first learn about Egan's collaborative model of counselling which emphasises the development of the therapist-client relationship. Egan's model consists of three stages that focus on the specific skills that the counsellor can use to help the client move forward from client problem-managing, realistic goal setting and developing a plan for action. You will learn about the theoretical foundations of Emotion Focused Therapy, Narrative Therapy, Person-centred Therapy, Single Session Therapy and Solution Focused Therapy. The module content and activities focus on developing a theoretical knowledge base of each approach and counselling skills that build competencies that help clients navigate their own lives. Assessment tasks are designed to enable you to demonstrate an in-depth understanding of the theoretical foundations, concepts, processes and techniques of each counselling approach; the implications of how approaches might be integrated when considering the client's world view; and an awareness of cultural sensitivity in counselling.

## Counselling Couples, Families and Groups

This module aims to develop conceptual understandings of contemporary theories when working with couples, families and groups in counselling. The module also focuses on building and integrating reflective practice skills when



# Module Outline

formulating and supporting couples, families and groups. Topics that will be covered include attachment theory and intergenerational patterns of relating and coping (adaptive and maladaptive), family systems theory, and the role of transference and countertransference in couples, families and groups counselling. In discussing patterns of interactions between couples, families, and groups, you will learn skills to reflect on your own role and practice in managing therapeutic relationships with multiple clients.

## Counselling in the School Years

This module provides an introduction to counselling child and adolescent clients and explores the childhood and teen years in which specific developmental milestones are reached. This is a challenging time for parents and teachers, during which children are developing their understanding of their place within the family, their school, and local community. This module will develop your understanding of adolescence as the period during which children begin the transition to adulthood but are still developing maturity and their identity. You will analyse how adolescents expand their horizons and move into the adult world and the range of challenges that can present as they move towards greater independence.

## Diversity in Counselling

The interconnected nature of social categorisations that apply to a given individual or group create overlapping and interdependent systems of discrimination, disadvantage, and sometime privilege. In this module, you will explore the ways in which a client's diverse characteristics multiply to create novel experiences of mental health and wellbeing that are distinctive from their component experiences. You will develop an understanding of intersecting characteristics, including abilities, age, faith, gender, language, nationality, race, religion sex and sexuality. Using the theoretical framework of intersectionality, you will analyse the experiences of diversity across various counselling populations, such as culturally and linguistically diverse people, First Nations people, LGBTIQ+ people and people with disabilities.

## Emerging Counsellor Practice

This module consolidates the fundamentals of professional counselling practice required to work as a counsellor in the field. This module aims to build upon the developing counselling micro-skills that you have learned so far in the programme. The

module will introduce and develop your applied knowledge of clinical supervision, referral, reflective practice approaches and the supervisor/supervisee relationship. Opportunities to discover and apply research-based practice and implement in the field counsellors' professional responsibilities will be provided. Furthermore, you will prepare to reflect on your experiences working directly with organisations and clients whilst on placement and transitioning into working as an emerging counsellor.

## Grief and Trauma Counselling

Grief and trauma are common human experiences, and it is important to recognise that counselling can play a vital role in enabling people to process their impact. This module focuses on the incidence of grief and trauma and their effects on the individual, family and community. In this module, you will examine a variety of issues relating to bereavement, grief, posttraumatic growth and trauma. You will explore the temporary and continuous impacts of adverse events, death and loss on mental health and wellbeing and how they can be managed through counselling. You will also be introduced to a number of grief and trauma-informed approaches to assessment and intervention in counselling.

## Learning and Career Counselling

The world of work is rapidly changing, and this has changed how careers are conceptualised, created, and sustained. This module will prepare you to provide counselling for career development and career assessment services with diverse clients in a range of settings (eg. schools, community organisations, private practice) using evidence-based tools and interventions. Topics include counselling for career development across the lifespan, counselling for career transitions and change, exploring individual differences and diversity and their relevance to career planning and development, models of career counselling intervention, selecting tools for exploring career interests and theories of career interests and work values.

## Supervised Counselling Placement A

This is a module for professional experience in counselling. You will complete the required number of hours and the activities specified in the professional experience guide for this module. Your learning is supported by professional practice consultants, coordinators and supervisors. This module tracks the requirements for completing professional experience in the course and during supervised placement in the field.

## Module Outline

### **Supervised Counselling Placement B**

This is a module for professional experience in counselling. You will complete the required number of hours and the activities specified in the professional experience guide for this module. Your learning is supported by professional practice consultants, coordinators and supervisors. This module tracks the requirements for completing professional experience in the course and during supervised placement in the field.

### **Telehealth and Technology in Counselling**

This module extends counselling practice through a focus on two elements of technology: telehealth and applications. In this module, you will examine

academic and applied research and evaluation in relation to counselling, mental health and technology, and evaluate the quality of various technology-assisted counselling applications, approaches and platforms. Over the course of this module, you will also reflect and draw on your current or previous professional experience with telehealth and consolidate your skill in understanding and selecting established and innovative (digital) evidence-based assessments and interventions. You will also develop your skills in navigating ethical and professional issues relating to technology-assisted counselling and telehealth.



# Graduate Certificate of Counselling

## About Graduate Certificate of Counselling

Contemporary human needs include mental health care and wellbeing. This programme addresses these growing needs by equipping you as a professional, and allowing you to explore, identify and examine intervention strategies to assist those who are at risk.

Designed by experienced educators with substantial experience working as professional counsellors and psychologists, this programme will provide you with knowledge of theories, concepts, principles, issues, and contexts relevant to working as a counsellor, as well as preparatory skills.

In this programme, you will focus on the following areas:

- Lifespan development and counselling approaches relevant to issues experienced throughout the lifespan
- Theory and counselling practice that leads to positive change, effective coping, and mental/emotional well-being
- Principles, guidelines, and issues in conducting counselling in an ethically appropriate manner
- Foundational interviewing and counselling skills as an interpersonal process, and the application of these to diverse contexts.

For those already with an established career, the programme will provide complementary knowledge and understanding of human behaviour which may be applied to enable a positive, supportive and safe workplace environment.

This programme may be completed in 11 months. Lectures and tutorials are delivered online by lecturers from Monash University. Lectures are recorded and available on the online Learning Management System for students to access at their convenience.

## Modules offered:

- Counselling for Change and Transition
- Foundations in Counselling: Evidence-Based Practice
- Introduction to Ethics and Professional Issues in Counselling
- Lifespan Development and Counselling

## Learning Cycle

Each semester covers 2 modules of study and each module consists of 12 hours of lectures and 12 hours of tutorials. The advantage of this structure is that professionals enrolled in the programme are able to concentrate on 2 modules at a time. Each semester consists of:

- Orientation
- Weekly readings and activities
- Assessment preparation and submission
- Further reading and research

# Graduate Certificate of Counselling

## Coursework & Assessment

Each module will be formally assessed through approaches such as essays, reports and/or studies. These approaches are determined by the academic staff member responsible for the module.

The “Active Learning” teaching approach is used. Students will be provided with an opportunity to engage with relevant literature and resources. Students will be encouraged to deepen their understanding of topic areas through collegial discussion and debate, and by participating in activities designed to extend their understanding. Each module will be formally assessed through approaches such as case studies, essays, reports and/or video presentations. The assessments for each module are approved by the University’s Academic Board.

## Programme Management

Monash University will assign, to each student, an Education Success Advisor who will regularly liaise and assist the student with all their queries from enrolment to graduation. Students will receive all information pertaining to their study modules via the University’s online Learning Management System – Moodle.

## Graduation & Recognition

Students who successfully complete the programme will be awarded the prestigious **Graduate Certificate of Counselling** from Monash University.

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# Module Outline



## **Counselling for Change and Transition**

This module focuses on the analysis and application of theoretical frameworks of promoting positive change in counselling, mental health and well-being contexts. You will learn how to analyse the normal highs and lows of life in behavioural, cognitive and interpersonal domains, and their impact on the person's usual functionality. The evaluation of presenting issues is used to inform the development and application of a number of best-practice interventions. The module also covers fundamental principles of stress management commonly employed by counsellors. You will learn to work collaboratively with clients in a variety of settings to facilitate the enhancement of coping skills and mental well-being in daily life. Through the principles of intersectionality, inclusive approaches are explored to work with diverse populations. You will analyse and integrate evidence-based frameworks to consolidate and expand your knowledge and skills in developing individualised support and promoting positive change.

## **Foundations in Counselling: Evidence-Based Practice**

This module will expose you to foundational skills in counselling using an evidence-based approach. The learning will take place through exposure to core interviewing skills, which will support the development of your counselling skills. These experiences will allow you to identify and articulate the use of counselling skills in various settings,

including, but not exclusive to, working with cultural diversity. The learning environment will scaffold your learning and allow you to build on foundational skills through a structured sequence of learning activities. You will have the opportunity to engage in practical activities that will support your learning and understanding of the counselling process. These experiences will include activities such as case studies, discussion about the counselling process and practical exercises in counselling. The culmination of this module will provide you with a grounding in an evidence-based approach to the development of counselling skills.

## **Introduction to Ethics and Professional Issues in Counselling**

The aim of this module is to develop your knowledge about what it means to practise ethically in a variety of counselling contexts. You will examine the ethical foundations of counselling and gain an awareness of the common issues and dilemmas faced in a range of counselling settings. Themes addressed include confidentiality and privacy, dual relationships and managing boundaries, diversity, implementing ethical principles and codes of practice, informed consent, legal responsibilities, managing self-care, personal, social, and professional values, and referrals and collaboration with other professionals. You will also be introduced to ethical decision-making models and gain experience in applying such structures to respond to applied ethical dilemmas.

## Module Outline

### Lifespan Development and Counselling

In this module, you will examine major lifespan theories alongside the developmental challenges and issues that could be encountered by counselling professionals. You will examine contemporary and historical frameworks that guide an understanding of the developmental changes that individuals experience at different stages across the lifespan. In the infant and child development programme material, topics such as behavioural functioning, learning, personality and temperament will be examined. Adolescent development topics will include peer group relationships, social cognition and the transition from childhood to adulthood.

You will also examine the changing roles that adults experience in their family, workplace and social groups as they reach middle age and as they proceed to an advanced age. This module covers key principles and approaches needed by counsellors to help their clients adjust to, cope with and take advantage of the changing opportunities presented at different stages across the lifespan. There will be opportunities for you to apply knowledge and skills to real-world scenarios as presented through case studies. Cross-cultural variations and implications on the counselling practice will be discussed across all topics.



## Graduation

Students are encouraged to attend a Monash graduation ceremony\* in Australia with their families whenever possible.



\*More information related to graduation can be found at [www.monash.edu/students/admin/graduations](http://www.monash.edu/students/admin/graduations)

## Student & Graduate Testimonial



I decided to further my studies to pursue my dream of helping those in need, and because of my conviction in continuous learning and development. Monash University was my first option as it is one of the top public universities in Australia, and one that is highly respected.

Skills such as interpersonal and attentive listening, and effective communication to build trust are paramount to my role as a Principal Manager. These skills have helped me to be more empathetic to ground views, identify issues, resolve conflicts, and interact with various stakeholders effectively. What I am most grateful for is how the programme has prepared me for the unknown. In my volunteer role during the COVID-19 period, the skills were useful in helping those whose mental well-being was at stake.

Monash University's teaching methodology, the dedicated and caring lecturers who made themselves easily accessible despite the time difference, and the diverse student population made my time there engaging, interesting and made it possible for me to achieve my goal. My answer is a resounding "yes", if asked whether I would recommend my University to others – a quality education at a reasonable cost.

**V Erika Nissa**

Principal Manager, Government Organisation  
 Master of Counselling  
 Monash University Graduate (2020)

# Application & Fees Schedule

## Fees Schedule

Please refer to the insert for more information.

For more details, please contact our course consultant at 2836 0332 or email to [info@kaplan.edu.hk](mailto:info@kaplan.edu.hk)

## Entry Requirements

### Master of Counselling

Applicants must have successfully completed a recognised Bachelor's Degree or equivalent qualification with a high credit (65%) average for an application to be considered.

#### English Language Requirements:

Applicants must fulfill one of the following English Language proficiency requirements:

Having studied at an institution where English is the Language of instruction and assessment for the entire institution evidenced by a letter or transcript from the institution, applicants must have satisfactorily completed one and a half years full-time (three standard full-time semesters) of one of the following:

- Undergraduate study
- A programme assessed as being equivalent to Monash University undergraduate study
- One year, full time (two standard full-time semesters) of postgraduate study
- IELTS (Academic): 7.0 overall (no band lower than 7.0)
- Pearson Test of English (Academic): score of 65 overall (no band lower than 65)
- TOEFL Internet-based test: score of 98 overall with minimum scores: Writing: 27, Listening: 24, Reading: 24 and speaking: 23
- Or an equivalent English test approved by the University

Applicants are required to meet the University's English language requirement.

Please refer to <https://www.monash.edu/admissions/entry-requirements/english-language>

Applicants who do not meet the Master's admission requirements will be assessed for entry into the Graduate Certificate of Counselling. Upon completion of the Graduate Certificate of Counselling with a high credit (65%) average, students will be admitted into the 48 credit points Master's Degree programme directly.

In all cases, the final admissions decision to the programme rests with the University.

## Graduate Certificate of Counselling

Applicants must have successfully completed a recognised Bachelor's Degree or equivalent qualification with a credit (60%) average for an application to be considered.

#### English Language Requirements:

Applicants must fulfill one of the following English Language proficiency requirements:

Having studied at an institution where English is the Language of instruction and assessment for the entire institution evidenced by a letter or transcript from the institution, applicants must have satisfactorily completed one and a half years full-time (three standard full-time semesters) of one of the following:

- Undergraduate study
- A programme assessed as being equivalent to Monash University undergraduate study
- One year, full time (two standard full-time semesters) of postgraduate study
- IELTS (Academic): 7.0 overall with no score below 7.0; OR
- An equivalent English test approved by the University

Please refer to <https://www.monash.edu/admissions/entry-requirements/english-language>

In all cases, the final admissions decision to the programme rests with the University.



# Application & Fees Schedule

## Application

All applications must be submitted to the University through Kaplan Higher Education before the closing date. Each application package must contain:

- Completed and signed application form
- Clear front-side photograph of your HKID or passport
- Evidence of meeting the English language requirements
- 1 passport-sized photograph
- List of qualifications, certificates and proof of official transcript from each institution attended (certificated copy of the official transcript is acceptable)
- CV/Resume
- Programme application fee

For assistance, please approach your course consultant.

As our programmes involve regular use of the internet, email and other online resources, students must possess a personal computer and have an internet connection to access materials electronically from the University and to participate in appropriate pedagogic interactions.

## Application for Credit

Monash staff will review applications for credit and will take into consideration the relevance of work experience (length, level and responsibilities).

Although a formal selection interview is not part of the process, the selection panel may request additional documentation to substantiate information relating to their application.

## Closing Date

Application deadlines for each intake is listed in the application form. Usually, the University takes about 3 weeks to process each application. Therefore, it is advisable for potential students to apply for admission as early as possible or at least 6 weeks prior to the application closing date.

## Who to Contact

For other information on Monash University's programmes, please contact:

WhatsApp: **9545 5878**  
Email Address: **info@kaplan.edu.hk**  
Kaplan Website: **www.kaplan.com.hk/khe**  
Monash Website: **www.monash.edu.au**

Course Registration Number: 212512

Monash University and Kaplan Higher Education (HK) Limited reserve the rights to alter, amend or delete any programme fee, programme, admission requirement, mode of delivery or other arrangements without prior notice.


The information contained in this brochure is correct at time of publication (September 2024). Monash University CRICOS Provider Number 00008C.

It is a matter of discretion for individual employers to recognize any qualifications to which the course may lead.




Scan the QR code  
to find out more.

**G/F - 3/F, E-Tech Centre, 402-406 Hennessy Road, Wanchai,  
Hong Kong (Causeway Bay MTR Exit A)**


 Monday to Friday | 11:00am - 8:00pm  
Saturday | 9:00am - 6:00pm  
Closed on Sunday and Public Holidays

 [kaplan.com.hk/khe](https://kaplan.com.hk/khe)

 [info@kaplan.edu.hk](mailto:info@kaplan.edu.hk)

 2836 0332

 9545 5878

 Kaplan Higher Education, Hong Kong

 [khe\\_hk](https://www.instagram.com/khe_hk)