

International applicants must complete this Notre Dame Portfolio form and submit it along with the international application form and required supporting documents. Please also refer to the <https://mystaffing.nd.edu.au> at: [www.notredame.edu.au/about/schools/sydney/medicine/school-resources](http://www.notredame.edu.au/about/schools/sydney/medicine/school-resources)

## Verification of Experience

You must provide the contact details of persons who can verify your experience. A contact person, with both a current telephone and email address, must be provided for each experience given. It is vital to confirm your contacts' details before submitting your application. We recognise that some activities may be difficult to verify, and, while we might choose to review and note unverified experiences, they should not be a major part of your application.

It is the responsibility of the applicant to review the application BEFORE submission. With the exception of updating verification contact information, strictly no changes can be made once submitted. Verification contact detail changes should only be requested if the contact has updated contact details or is no longer able to verify experience due to unforeseen circumstances outside of the applicant's control. All verification contact details should be finalised before the submission of your portfolio.

In fairness to all applicants, all information and documentation (Material) submitted in support of an application will be subject to strict verification and checking processes. In the event that any Material is not verified, the University may request further additional documentation, seek clarification and/or take any action in relation to the application, at any stage in the process that it deems appropriate.

To update verification contact details, contact the International Office at [international@nd.edu.au](mailto:international@nd.edu.au)

## 1. APPLICANT INFORMATION

### 1.1 PERSONAL DETAILS

Title                      Surname/Family name                      First name                      Second/Middle name

- 1.2 Are you currently enrolled or previously been enrolled in a MBBS, MD or equivalent at any university in Australia or elsewhere?      Yes      No  
If so, please provide details of the degree and institution at which it was studied.

## 2 LEADERSHIP EXPERIENCE

Leadership is an attribute vital to the delivery of high-quality healthcare across a range of health-related areas. Leadership may be demonstrated in many contexts including school, church, university, community and workplace. Examples of leadership experience may include teaching an instrument to a group of students, coaching or captaining a sports team, leading a choir or debating team, chairing or other executive role in an organisation or committee, teaching or tutoring a class or group. Responsibilities in the workplace (paid or unpaid) can also be included in this section.

- 2.1 DESCRIPTION 1 Please keep your answer under 100 words

- 2.2 First date of experience 1                      Last date of experience 1                      Ongoing
- 2.3 Frequency      Weekly      Monthly      Every 2 months      Annually      One time only      Other
- 2.4 Organisation/other details

Contact name                      Telephone

Email

- 2.5 DESCRIPTION 2 Please keep your answer under 100 words

- 2.6 First date of experience 2 Last date of experience 2 Ongoing
- 2.7 Frequency Weekly Monthly Every 2 months Annually One time only Other
- 2.8 Organisation/other details

Contact name Telephone

Email

2.9 DESCRIPTION 3 Please keep your answer under 100 words

- 2.10 First date of experience 3 Last date of experience 3 Ongoing
- 2.11 Frequency Weekly Monthly Every 2 months Annually One time only Other
- 2.12 Organisation/other details

Contact name Telephone

Email

2.13 DESCRIPTION 4 Please keep your answer under 100 words

- 2.14 First date of experience 4 Last date of experience 4 Ongoing
- 2.15 Frequency Weekly Monthly Every 2 months Annually One time only Other
- 2.16 Organisation/other details

Contact name Telephone

Email

### 3 SERVICE TO COMMUNITY/CHURCH INVOLVEMENT

A commitment and service to the community is highly valued by The University of Notre Dame. As a health professional this additionally affords you the opportunity to engage with communities you will be working with. You may demonstrate service to the community through paid or unpaid employment, church or religious body, or community organisations. Examples may include involvement in religious or cultural communities or services organisations, volunteer work in Australia or overseas, fundraising, significant responsibility for the welfare of others, or other participation in charitable or other activities. Experience in health or social service settings, and service to others in areas of high needs may also be included in this section.

3.1 DESCRIPTION 1 Please keep your answer under 100 words

3.2 First date of experience 1 Last date of experience 1 Ongoing

3.3 Frequency Weekly Monthly Every 2 months Annually One time only Other

3.4 Organisation/other details

Contact name

Telephone

Email

3.5 DESCRIPTION 2 Please keep your answer under 100 words

3.6 First date of experience 2 Last date of experience 2 Ongoing

3.7 Frequency Weekly Monthly Every 2 months Annually One time only Other

3.8 Organisation/other details

Contact name

Telephone

Email

3.9 DESCRIPTION 3 Please keep your answer under 100 words

3.10 First date of experience 3 Last date of experience 3 Ongoing

3.11 Frequency Weekly Monthly Every 2 months Annually One time only Other

3.12 Organisation/other details

Contact name

Telephone

Email

3.13 DESCRIPTION 4 Please keep your answer under 100 words

3.14 First date of experience 4 Last date of experience 4 Ongoing

3.15 Frequency Weekly Monthly Every 2 months Annually One time only Other

3.16 Organisation/other details

Contact name

Telephone

Email

#### 4 OTHER ACADEMIC AND LIFE ACHIEVEMENTS

(Including artistic, cultural, professional, sporting or other). This section provides an opportunity for you to detail other achievements and accomplishments that demonstrate academic or life experience or achievements that do not fit neatly into the previous categories. Examples of other academic or professional achievements may include scholarships, school or university prizes, presenting papers or posters at conferences, publication(s), or formal recognition of contribution to a profession. Examples of other achievements may include recognised sports, music, dance, drama, fine arts or other cultural or artistic activity, writing in a non-academic context, outstanding achievement in any area of human endeavour, cross-cultural or international experience including overseas travel or international exchange.

The abovementioned examples of leadership experience, church or community involvement, or other academic and life achievements are not exhaustive. You should include any other experience or achievement that you think is relevant and strengthens your application.

##### 4.1 DESCRIPTION 1 Please keep your answer under 100 words

4.2 First date of experience 1 Last date of experience 1 Ongoing

4.3 Frequency Weekly Monthly Every 2 months Annually One time only Other

4.4 Organisation/other details

Contact name

Telephone

Email

##### 4.5 DESCRIPTION 2 Please keep your answer under 100 words

4.6 First date of experience 2 Last date of experience 2 Ongoing

4.7 Frequency Weekly Monthly Every 2 months Annually One time only Other

4.8 Organisation/other details

Contact name

Telephone

Email

##### 4.9 DESCRIPTION 3 Please keep your answer under 100 words

4.10 First date of experience 3 Last date of experience 3 Ongoing

4.11 Frequency Weekly Monthly Every 2 months Annually One time only Other

4.12 Organisation/other details

Contact name

Telephone

Email

**5 PERSONAL STATEMENT**

In approximately 800 words, outline your motivation for a) pursuing a career in Medicine and b) studying at Notre Dame, including your understanding of and respect for the Objects of the University and how this understanding informs your desire to enter the medical profession.