

News In Brief

Welcome to New Students & Welcome Back to Continuing Students

The University would like to welcome new students who commenced in Spring session and welcome back students continuing their study with the university. Over 1, 200 students were enrolled and provided with Orientation information. This session students were welcomed with a free barbeque. The University would like to thank the SRC for offering their assistance. Entertainment was also provided to students by several extremely talented Creative Arts students.

Summer Session 2004/2005 Enrolments

Summer Session commences on 29 November. Summer session 2004/2005 enrolments will open in early October. A link will be available from the SOLS log on page and the On-Line Calendar. Contact your Faculty regarding subject availability.

Re-enrolments for 2005

The provisional timetable for subjects on offer in 2005 will be available from the 3 December 2004. Students re-enrolling for next year will be able to re-enrol online from that time by logging on to SOLS and selecting variation to enrolments. Please note that some minor variations to subject availability may occur until the end of week 2 of Autumn Session.

Do you wish to Graduate in December?

Graduation ceremonies are to be held 13 to 17 December. Application forms are available on SOLS. Applications must be submitted by Friday 24 September. Note that applications are essential, whether you are intending to attend the ceremony or to have your degree conferred in absentia (posted to you without participation in a ceremony).

Student Matters

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UOLOW

University of Wollongong



New Students - Reminder to complete ILIP

ILIP is compulsory for all new UOW undergraduates and for all new postgraduate coursework students who have not completed the online undergraduate ILIP assignment in the past five years. Students are encouraged to complete ILIP in their first six weeks of study and can access the program from SOLS or via the Library website: <http://www.library.uow.edu.au>

You must complete ILIP by the end of your first session or your results will be withheld.

Format Change to Timetabling Website

The web timetable display has recently been redesigned to incorporate the display of additional information as well as a search facility for easier access to subject timetable information. The link to this site will remain the same i.e.

<http://www.uow.edu.au/student/timetables/> or simply by accessing the "Subject Timetables" link from "Current Students" on the UoW Homepage.

If you are running old versions of Netscape or Outlook Express you may need to update your browser in order to view data information on this site. To do this all you need do is to access the UoW ITS web site

<http://www.uow.edu.au/its/software/index.html>

and follow these steps

- select Mac or PC whichever you use
- select network software
- select the required download i.e. Netscape Communicator or Outlook Express

Once the download is complete access to this site will be possible.

Spring Session HECS and PELS Liability Notices will be released shortly via SOLS.

Your final notice of HECS or PELS liability will be available to you via SOLS at the end of September. Simply log on to SOLS at <http://www.uow.edu.au/student/> and select either 'HECS Liability Notice' or PELS Liability Notice'. You can view final details of subject charges, payments received and discounts given (HECS only), as well as print out a formal notice directly from this site. A printed HECS Liability Notice or PELS Liability Notice is no longer mailed to students.

Higher Education Reforms 2005

Commencing in 2005, the Commonwealth Government is introducing a new system of funding for higher education.

What are the main changes that affect me as an existing student?

- The University of Wollongong **will not be** increasing HECS rates in 2005 above the minimum rate set by federal legislation.
- The discount allowed on upfront payments for Commonwealth supported (HECS) students will be 20%, down from the existing 25%.
- Existing (pre 2005) students continuing in their current course will incur HECS at the minimum yearly rate set by legislation until the end of 2008.
- You will have a **Student Learning Entitlement (SLE)** of 7 years as an equivalent fulltime student. SLE allows you to have access to Commonwealth support for your study.
- You will be provided with access to your personal records online by the Department of Education, Science and Training (D.E.S.T.). The University will advise students when DEST has launched their website.

HELP (Higher Education Loan Program)....

There will be 3 categories of HELP loans available:

HECS-HELP

- Replaces the existing HECS loan scheme.
- For eligible Commonwealth supported students.

FEE-HELP

- Replaces the existing PELS loan scheme.
- For eligible domestic full fee paying students.

OS-HELP

- For eligible Undergraduate Commonwealth supported students.
- Provides a loan of up to \$5000.00 for a student wishing to study up to 2 sessions overseas.

HOW DO I FIND OUT MORE?

In October or November 2004, all students will be sent an important SOLS message which will provide an opportunity to access detailed information provided by Department of Education Science and Training (DEST). We strongly recommend that you take that opportunity to become familiar with the changes taking effect from 2005.

In the meantime, further information is available from the University of Wollongong web site:
<http://www.uow.edu.au/student/centre/reforms/index.html>

Student OnLine Services (SOLS) - The MOST ESSENTIAL TOOL for the management of your enrolment at the University.

As a student of the University of Wollongong you are provided with access to our Student OnLine System (SOLS). SOLS is THE MOST vital tool in the management of your enrolment at the University. It is where you must go to enrol and withdraw, check your results, fees information, personal details and a range of other services.

Important Information relating to SOLSMail.

Students are reminded that SOLSMail is the primary method for communication with students.

It is University Policy that you check your SOLSMail at least once per week during session.

SOLSMail is your Electronic Letterbox to which all OnLine Official communications will be sent. You should not confuse your SOLSMail with email – they are not the same and work in very different ways.

Using SOLSMail rather than email provides the University with the ability to check that each official communication such as HECS notices and invoices, have been delivered to you and that you have read it. This ability to track or check is beneficial to ensure that important official messages sent to you do not go astray.

All students of the UoW have access to SOLSMail. You are automatically registered as an OnLine user on enrolment. SOLSMail provides numerous benefits including:

- A fast and secure way for the University to send official communications to you - they won't be lost in the post at an out of date or mid term address.
- Storage and access to official communications. You can access all your official UoW communications from anywhere there is an internet connection.
- Provides the University with the ability to check that each official communication has been delivered to you and that you have read it. This ability to track or check is beneficial to ensure that important official messages sent to you do not go astray.
- You have the ability to re-read your SOLSMail at any time. Once logged into SOLS click the heading on the screen labelled – View SOLSMail and a list of all SOLSMail sent to you will be displayed.

Study Tours

While UoW is continuing as a highly respected and successful Study Abroad / Student Exchange University, surveys have found that some students are time-poor and/ or cash poor and cannot be away from home for four or five months or longer. The new International Study Tours offer a way of travelling with other UoW students overseas, learning language and communication skills as well as history, politics, economy and culture of another society. In November 2004 the International Study Tour will go to four cities in China, staying at prestigious universities or comfortable hotels. Students must be enrolled in a UoW subject for the Study Tour (ARTS202 is a good option), must have a current passport, and a willingness to learn and make the most of new experiences. There are only a limited number of places. In 2005 we are looking to go to China again, as well as Europe and other parts of Asia. More information from Diana Kelly, Director International Studies di_kelly@uow.edu.au

International Week

There are many aspects of internationalisation – our international research and teaching reputation, internationalising the curriculum and offering international studies, providing Study Abroad, Study Tours and placements overseas – and of course all of our wonderful international students and staff. It's that very multi-sidedness of our UoW internationalisation that is evident in International Week when we celebrate all the facets of UoW as an international and internationalised university. The performances, workshops, exhibitions, fairs, and functions are all different ways of highlighting internationalisation and finding ways to keep improving.

All year round but especially in International Week, domestic and international students have a great opportunity to develop cross-cultural sensitivity and skills. Please send comments or ideas for I'Week 2005 to Diana Kelly, Director International Studies di_kelly@uow.edu.au

The Australian Universities Quality Agency (AUQA) will audit the University of Wollongong in May 2005.

AUQA will base its audit on a critical review by UOW of the effectiveness of its quality systems in key areas of operation. The outcome of the review must be documented in a "Performance Portfolio" to be submitted to AUQA by February 2005. The statements in the portfolio will be tested by an AUQA Audit Panel during a visit to UOW which will take place over a number of days in May 2005.

Why is the AUQA Quality Audit important to UOW and its students?

A high-quality result for UOW in terms of its quality audit report will enhance the reputation of UOW degrees and in turn benefit both current students and graduates.

A Quality Project Team has been formed to prepare the University for the Audit. The steps in the audit process are briefly outlined below:

1. UOW Self Review

AUQA will base its audit on a critical review by UOW of the effectiveness of its quality systems in key areas of operation – Learning and Teaching; Research & Internationalisation. For each of these areas, the Quality Project Team will liaise with various staff and students from across the University to gather written records and other evidence of our performance.

Students will be asked about:

- Processes for gathering and using feedback
- Effective methods of communicating with students
- How well we support student learning
- How UOW provides students the experience and opportunity to grow and develop.

2. Performance Portfolio

The outcome of the review will be documented in

a Performance Portfolio to be submitted to AUQA by February 2005. The portfolio will present a comprehensive and honest evaluation of the effectiveness of the quality systems in place at UOW and will include documentary evidence supporting statements made in the portfolio. Plans to address any problems or concerns will be included.

3. AUQA Site Visit

The statements in the portfolio will be tested by an AUQA Audit Panel during a site visit which will take place over a few days in May 2005. During the visit the panel will speak to around 250 staff members and students. Students will be interviewed by the Audit panel and asked questions about their experiences at UOW in general, and also about specific matters which are raised in the University's Performance Portfolio. The auditors will want to check whether the claims UOW makes about itself are supported by students.

4. After the Visit

The panel's conclusions will be published in an Audit Report, which will include the University's major strengths ("affirmations") and shortcoming identified either by us ("affirmations") or by AUQA ("recommendations"). Within 18 months of the publication of the report, we will be required to provide a Progress Report to AUQA on what we have done to address the affirmations and recommendations. This report must be published on our website.

What will the Quality Audit mean for Students?

The self review will provide students with the opportunity to contribute to improvements which the University wants to pursue. An essential part of the self review process is identifying problems and areas in need of attention and then working out ways in which improvements can be delivered. Student involvement in these processes is highly valued by UOW.

The auditors conducting the Quality Audit cannot actually fix a problem or solve an issue for students. UOW will be guided by the

recommendations made by the Auditors in dealing with these matters.

For further information about the process, or to contact any member of the Quality Assurance Team, please visit our website.

<http://www.uow.edu.au/about/quality/>

Is 2005 your Final Year?

If next year is your final year, now is the time to think about 2005 HEWSO.

The Careers Service is offering places in the 2005 Higher Education Workplace Skills Olympiad held Jan/Feb 2005. It's open to all students (except first year) and priority is given to final year students.

Be one of the students who can boast "*the best thing I've ever done at Uni*". The UOW team achieved National Runners-up of the 2004 HEWSO competition.

You'll be placed in a team with other students from various disciplines and set the task of solving a real organisational issue for a major employer.

Go to www.gradlink.edu.au and follow the link to the Higher Education Workplace Skills Olympiad.

Contact Sue Rejske at Careers Service email: srejske@uow.edu.au

For further information visit <http://www.uow.edu.au/careers/discover/HEWSO.html>

CAREERS SERVICE INTERNSHIP:

For 3 years now final year students from various disciplines have become involved in the array of UOW Careers Service activities - event management, marketing, administration, research and IT developments. Check this out here <http://www.uow.edu.au/careers/discover/>

Are you in the last session of your Bachelor degree?

Q. Are you in the last session of your bachelor degree?

A. Apply NOW for postgraduate study.

Q. Why do postgraduate study?

A. A postgraduate qualification means different things to different people. It can increase the chances of your job application standing out among the crowd, it will allow you to become a specialist in your chosen field or even break new ground in your area of expertise. Another bonus that a UOW postgraduate qualification can bring is that it will allow you to enter the workforce at a higher salary level. Overall, a postgraduate qualification from UOW is a sound investment in your future.

Q. What types of programs are available?

A. There are two types of postgraduate programs, coursework and research. These programs can be studied full time, part time or even via distance (available in a limited number of courses).

Coursework programs include a Graduate Certificate, Graduate Diploma and Masters. All coursework programs at UOW combine the latest research findings and contemporary practices from around the world – and all are designed to help you make a real impact in the work force. Coursework programs have all or most of their requirements met by the completion of coursework subjects in a particular discipline or professional field.

Research programs include Masters by Research, Doctor of Philosophy (PhD) and Professional Doctorate. A research program is defined as having at least two thirds of its requirements as supervised research leading to a thesis. The University of Wollongong provides research training for people interested in both academic and research careers as well as individuals interested in developing an advanced level of professional practice.

Q. How much will postgraduate study cost?

A. 2005 sees the introduction of FEE-HELP, a Federal Government initiative replacing PELS,

allowing Australian citizens and holders of a Permanent Humanitarian Visa, the opportunity to defer payment of their tuition fees for a fee-paying postgraduate coursework program. Research programs qualify as HECS-exempt which means there are no tuition fees.

Q. Considering commencing a postgraduate qualification at UOW in 2005?

A. It's easy. For further information about postgraduate study at UOW contact UniAdvice on 1300 367 869 or email the Customer Management Team at uniadvice@uow.edu.au

Surf Safety

For many of our new students who have come from overseas or rural areas Wollongong's beaches are a wonderful attraction... but they can also be very dangerous. Here are some basic precautions provided by the Wollongong City Council.

1. Always swim between the red and yellow flags (the flags indicate a safe swimming area – NO FLAGS NO SWIM!).
2. Swim only at beaches patrolled by lifeguards and lifesavers.
3. Look for and read the water safety signs and obey lifeguard or lifesaver instructions.
4. Always supervise your child in or around any body of water.
5. Always check the water depth before entering (conditions change so don't dive into unknown waters).
6. Always swim with someone (never swim alone).
7. If unsure of water conditions ask advice from the lifeguard or lifesaver.
8. If ever in need of assistance, stay calm, float, conserve your energy, raise your arm and signal for help.
9. Never swim following consumption of alcohol or other drugs.
10. Use 30+ sunscreen and wear a shirt, hat and sunglasses.

For more information visit:

<http://www.wollongong.nsw.gov.au/Index.html>

Jury Duty and Special Consideration

The Jury Act 1977 s69 requires all employers to release employees without any penalty for jury service. Although the Act does not contain any provisions for students it is generally an expectation of the courts that students be given support to attend to this community responsibility.

Students are largely obliged to attend to calls for jury service and the University is obliged to make reasonable adjustments to allow them to do so and ensure that they are not significantly disadvantaged as a result. Because of that the University's special consideration policy makes provision for students to obtain special consideration for jury or other court related participation.

It is recognised that there will be certain times of the academic year or for particular parts of programs such as clinical or practical placements or field trips, where it will be highly difficult for the Faculty to make satisfactory alternative arrangements for a student without significantly disadvantaging the student. Where a student is seeking exemption from jury service the University will write a letter advising the Court of the student's course of study and that the student may be disadvantaged academically or financially if their studies were disrupted

LIBRARY NEWS

The Library is here to help!

We aim to provide convenient access to resources and help when you need it. There are many ways of getting help from friendly Library staff. We are available to answer your enquiries at multiple service points within the Library building. Roving helpers are also available between 9.30am and 4.30pm, Monday to Friday. Rovers provide specialist assistance with Library technology, including our new [laptop computer loan service](#).

We're here to help you even when you're not in the Library! Our [Email a Librarian](#) service provides assistance with services, electronic resources and research, with responses within two working days. [Research Help Chat](#) provides help in real-time between 9am - 2pm, Monday to

Friday. Talk to a librarian online and have your questions answered on the spot. Look under the **Help** menu on the Library homepage for more details.

Self-service colour printing and copying now available

A new colour photocopier and printer is now available in the foyer of the Main Library. You can make full-colour photocopies or prints for a cost of \$1.75 (A4) or \$3.50 (A3). Colour documents can be sent to the printer from any computer in the Library. Select LibColour from the printer menu on your computer, print the job, and then take your Copycard to the print release station in the central foyer to claim your printout.

If you have special requirements (such as printing overhead transparencies or loading other paper) please see the Copycard staff at the Photocopying Services window in the Library foyer. They will be happy to help you.

Earlier overdue notices

Your feedback indicated that earlier reminders about overdue items would help with returning loans on time and minimising fines. Earlier overdue notices were successfully tested over the mid-year recess and we are now able to make this change. From Spring Session, notices for late items will be sent out by email on the first day overdue.

Journal titles on the Catalogue

Access to [journal titles](#) is now easier than ever, with all titles available directly through the Library Catalogue. Simply select Journal Titles on the Library homepage or access the [Catalogue](#) and select [Search by Journal Title](#). This new function will simplify your search for resources by linking straight to available online journals.

The Back Page

Graduate Skills Assessment – Final

Year Students

Identify your mastery of skills that employers value. Enrol in GSA002 to take the free 3hr exam on Fri 29 Oct. Details will be mailed out to enrolled students a week prior to the exam.

Managing your Email

Did you know that your student e-mail account can be forwarded to a different personal account if you prefer via the Manage Mail facility. Follow the “email and internet” menu item on the SOLS page (www.uow.edu.au/student) and follow the instructions.

Key Dates

Last day to withdraw from single session subjects without academic penalty – subject deleted from record.	19 Sep
Graduation applications close	24 Sep
Mid-Session Recess	27 Sep to 1 Oct
Final Spring Session personalised exam timetable on web	1 Oct
Lectures recommence	5 Oct
Study recess	25-29 Oct
Spring session Exam Period	30 Oct to 12 Nov
Spring session results on the web	25 Nov
Last day to add Summer Session subjects via the web	28 Nov
Summer Session commences	29 Nov
2005 Provisional timetable available & enrolments commence	1 Dec
December Graduation Ceremonies	13 – 17 Dec

Need to contact us ?

Student Administration issues:

E-mail: studentq@uow.edu.au

Ph: (02) 4221 3927

Student academic issues:

Ph: (02) 4221 3555 (switch) ask to speak to the relevant academic unit or Sub Dean of the Faculty

“Ask Me” Day

To meet the ongoing needs of the students of the University and to maintain and assist students in their studies, the University held an “Ask Me” Day, on 3 August between 10am and 2pm.

“Ask Me” Day involved staff located outside the library and the entire campus. Students were invited to find out more about their Uni, Faculty, services and join in on the atmosphere.

During the day approximately 240 students made enquiries relating to a range of issues including subject information, graduation, computer queries, directions and took advantage of the wall planners on offer. All students were assisted with their enquiries and many referred to the appropriate services and resources. A large number of students were referred to their relevant faculties, administration, the web site, Student Services and a range of other services.

The “Ask Me” Day initiative has continued to be extremely successful with an increase in the number of students taking the opportunity to have their questions or concerns addressed by staff located through out the campus.

This publication is produced by the Academic Registrar's Division, University of Wollongong. The information contained was correct at the time of printing but may be subject to change.