Welcome

Welcome and congratulations on choosing to study at the University of Wollongong. We hope your time here is an enriching, satisfying experience that will help you achieve your career and personal goals.

Enrolment is very important as it signifies the starting point of your relationship with the University. On enrolment day you will receive advice about planning your course, timetable and other information to help you get started with your degree. The enrolment process is quite simple but can be confusing at times so please read this pamphlet carefully as it contains information that will help you to be better prepared and may prevent difficulties on the day.

Note: The University attempts to ensure that the information contained in this publication is up to date at the time of printing (May 2007) however sections may be amended without notice by the University in response to changing circumstances or for any other reasons. Students should check with the University at the time of enrolment whether any later information is available in respect of any material contained in this publication.
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Accepting your offer - UAC applicants

If you received your offer through UAC you must accept your offer on-line at www.uac.edu.au. To accept online please click on “For instructions on how to respond to your offer” from the UAC offer page and follow the prompts. You must accept your offer by 16 July 2007 otherwise you may lose your offer. If you intend to defer you do not have to accept your offer at this time (see ‘Deferment of Studies’ for more information). You do not need to send in the acceptance slip attached to the bottom of your offer letter – we will collect this from you on enrolment day. Please ensure that you bring your “Offer of Admission” letter with you.

Accepting your offer – applicants who applied directly to the University

All you need to do is attend the University on the day specified for your course (check the table, starting on page 8, for your date and time).

How to defer

If you wish to defer your UOW offer please do not enrol in your course at this time. You can defer most UOW courses for a maximum of one year and no deferment fees are charged. All applications for deferment must be received by 31 August and no late applications will be considered. Deferments are normally granted for 12 months. Please check http://coursefinder.uow.edu.au/coursefinder/ to confirm the intake availability for your degree.

Please note, deferments are not available for any courses with the Faculty of Creative Arts. This includes the Bachelor of Creative Arts, Bachelor of Journalism and all associated double degrees.

To access the on-line deferment application, simply go to the UOW homepage (www.uow.edu.au) and click on ‘Deferral Request’ (listed under the ‘featured links’ heading). Once you have lodged your request you will receive an automated reply confirming the receipt of your deferment application.

Your new (deferred) offer letter, which signifies your deferment has been approved, will indicate your new commencement date. Your offer letter will be emailed to you as an attachment after 31 August therefore it is important that you check your email address regularly.
during this time. It is also important to save a copy of your emailed offer as you will be required to present this letter at the time of enrolment.

If you don’t have access to the internet you should write to the Academic Registrar’s Division, requesting a deferment (please enclose a copy of your offer letter). Send your request to:

Deferment Request
Academic Registrar’s Division
University of Wollongong
NSW 2522

Conditional Offers - direct applicants only

You are advised to check your offer letter for information regarding any conditions that may need to be cleared prior to your enrolment. Please note that all conditions must be cleared to enable you to enrol, preferably before enrolment day. Contact UniAdvice on 1300 367 869 if you require assistance regarding this process.

Preparing for enrolment day

There are a number of web sites you may wish to visit prior to enrolment day. These sites may help you to prepare for enrolment as they contain links to our subject descriptions, University handbook, timetable and course information. The web addresses are:

Subject Descriptions:  
(click on ‘subject descriptions’)

University Handbook:  

Subject Timetable:  

Course Information:  
(click on ‘courses offered in 2007’)

Faculty of Arts pre-enrolment information session – 1.30pm Monday 16 July in 19.1056

If you are starting a Bachelor of Arts or Bachelor of Communication and Media Studies degree, or if you are considering studying a subject offered by the Faculty of Arts, you may like to attend an information session designed to assist you with your subject selection prior to enrolling. Go to Building 19, room 1056, on Monday 16
July at 1.30pm where staff from the Faculty of Arts will be available to assist you with your enquiries.

On enrolment day

Attendance
You must attend in person. Parents or other friends and relatives will not be permitted to enrol on your behalf. Your attendance on enrolment day will most likely take around two hours. You will receive advice about planning your course, timetable and other information to help you get started with your degree.

Proof of Australian Citizenship or Permanent Residence – all students
You must bring proof of your Australian Citizenship or Permanent Residence with you on enrolment day. You should bring an original or certified copy of one of the following documents: passport, birth certificate or citizenship certificate (a driver licence is not sufficient). You will not be able to enrol if you do not provide the required documentation. Please Note - domestic students are Australian citizens, New Zealand citizens or holders of a permanent residency or humanitarian visa. All other students are considered overseas students.

Advanced Standing
If you wish to apply for credit on the basis of previous studies (and you have not already done so), you must bring an original copy of your academic record to the enrolment centre. The application form for advanced standing will be available on enrolment day. It may also be necessary to provide outlines of the subjects you have previously undertaken so bring a copy of the relevant handbook from the institution where you completed your studies with you as well (showing subject outlines and descriptions for the subjects you have previously completed).

Full or part time study
Credit points are the measure of workload allocated to subjects studied. Full-time students wishing to complete their degrees in the minimum time normally enrol in subjects with a total value 24 credit points per session. Part-time students normally enrol in subjects with a total value of 12 credit points per session.

Student identification card
You will be issued with a student identification card on enrolment day. Your student card is valid for the duration
of your course and you must carry it at all times whilst on University premises as you may be asked to produce it for identification purposes. You must present your card when borrowing from the Library and when sitting examinations.

**Travel concessions**

Travel concessions will be issued on enrolment day. To be eligible for a rail or bus concession you must be a domestic student and be enrolled full time in Spring session. Rail and bus concessions must be updated every year.

**Student diary**

You will be able to pick up a student diary from one of our UniCentre representatives. The student diary contains discount vouchers, highlights activities running throughout the year and other valuable information relating to your studies.

**Things You Must Bring:**

Offer of Admission letter (all students);

Proof of Australian citizenship or permanent residence (all students), eg passport, birth certificate or citizenship certificate. A driver licence cannot be accepted. **You will not be permitted to enrol unless you provide proof of citizenship/residency;**

Tax File Number (if you intend to apply for a HECS-HELP loan);

Academic transcripts plus subject outlines and descriptions (if seeking credit and have not already had advanced standing awarded). If you are a Year 12 student you do not need to bring your HSC results or UAI notice;

A pen.

**The Enrolment Process**

At the Wollongong campus, the enrolment process begins in the foyer of the McKinnon Building (Building 67). If you are enrolling at the Shoalhaven campus, or at the Bega, Batemans Bay, Moss Vale or Loftus Education Centres, please check the following table for your venue.

**Choosing your subjects**

Faculties either run information sessions on enrolment day to assist you with your subject selection or have academic advisers available to offer one-to-one assistance to choose your subjects. You should try to arrive at the time indicated for your degree so that you have sufficient time to collect your enrolment package and move onto
the relevant venue (information sessions generally start 15 minutes after the indicated arrival time). Please note, in some courses your subject selection may be limited because of Autumn session subject prerequisites.

**Subject Numbers**
Subject numbers indicate the level and course code of the subject. For example:

- BIOL103 100 level 1st year subject
- BIOL213 200 level 2nd year subject

On enrolment day you will enrol into your Spring session subjects and, in your first year at university, you would normally enrol in 100 level subjects.

**Enrolment dates and times**

**Wollongong campus**
Check your enrolment time and date here. For the Wollongong campus courses are listed under the ‘owning’ Faculty. If you cannot find your course or are unsure of your enrolment date and time, please ring Tim Ryan on 4221 3924 for assistance.

<table>
<thead>
<tr>
<th>Faculty/Enrolment Date</th>
<th>When to arrive at the enrolment centre:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Arts – Tuesday 17 July</strong>&lt;br&gt; <em>Including the following courses:</em></td>
<td>Your enrolment process begins in the foyer of the McKinnon Building (Building 67) and your enrolment time depends on the initial of your family name.</td>
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<tr>
<td>Single degrees&lt;br&gt;Bachelor of Arts&lt;br&gt;Bachelor of Communication and Media Studies (Advertising and Marketing)&lt;br&gt;Bachelor of Communication and Media Studies (Journalism)&lt;br&gt;Bachelor of Communication and Media Studies (Screen Studies)</td>
<td><strong>For all courses:</strong>&lt;br&gt;A-L arrive at 9:00am&lt;br&gt;M-Z arrive at 10:00am</td>
</tr>
<tr>
<td>Double degrees&lt;br&gt;Bachelor of Arts/ Bachelor of Commerce&lt;br&gt;Bachelor of Communication and Media Studies/ Arts&lt;br&gt;Bachelor of Communication and Media Studies/B Commerce&lt;br&gt;Bachelor of Communication and Media Studies/B Science</td>
<td></td>
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<tr>
<td>Faculty/Enrolment Date</td>
<td>When to arrive at the enrolment centre:</td>
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<tr>
<td><strong>Creative Arts – Tuesday 17 July</strong></td>
<td>Not all faculties have a mid-year intake although in certain circumstances some special offers may be made. If you receive an offer for a course offered by the Faculty of Creative Arts your enrolment process will begin in the foyer of the McKinnon Building (Building 67) and your enrolment time is 10am.</td>
</tr>
<tr>
<td><strong>Education – Tuesday 17 July</strong></td>
<td>Not all faculties have a mid-year intake although in certain circumstances some special offers may be made. If you receive an offer for a course offered by the Faculty of Education your enrolment process will begin in the foyer of the McKinnon Building (Building 67) and your enrolment time is 10am.</td>
</tr>
<tr>
<td><strong>Law – Tuesday 17 July</strong></td>
<td>Not all faculties have a mid-year intake although in certain circumstances some special offers may be made. If you receive an offer for a course offered by the Faculty of Law your enrolment process will begin in the foyer of the McKinnon Building (Building 67) and your enrolment time is 9.30am.</td>
</tr>
<tr>
<td><strong>Commerce – Tuesday 17 July</strong></td>
<td>Including the following courses:</td>
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<tr>
<td><strong>Bachelor of Commerce (Accounting)</strong></td>
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<td><strong>Bachelor of Commerce (Finance)</strong></td>
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<td><strong>Bachelor of Commerce (Financial Planning)</strong></td>
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<td><strong>Bachelor of Commerce (Human Resource Management)</strong></td>
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<td><strong>Bachelor of Commerce (International Business)</strong></td>
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<td><strong>Bachelor of Commerce (Management)</strong></td>
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<tr>
<td><strong>Bachelor of Commerce (Marketing)</strong></td>
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<tr>
<td><strong>Bachelor of Commerce (Supply Chain Management)</strong></td>
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<tr>
<td><strong>Bachelor of Commerce – undecided</strong></td>
<td>Your enrolment process begins in the foyer of the McKinnon Building (Building 67) and your enrolment time depends on your course.</td>
</tr>
<tr>
<td><strong>Bachelor of Commerce (Economics)</strong></td>
<td>arrive at 10:15am</td>
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<tr>
<td><strong>Bachelor of Business Administration</strong></td>
<td>arrive at 11:00am</td>
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<td>arrive at 11:00am</td>
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<td>arrive at 11:00am</td>
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<td></td>
<td>arrive at 11:30am</td>
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<tr>
<td>Faculty/Enrolment Date</td>
<td>When to arrive at the enrolment centre:</td>
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<tr>
<td><strong>Health &amp; Behavioural Sciences</strong> – Tuesday 17 July</td>
<td>Not all faculties have a mid-year intake although in certain circumstances some special offers may be made. If you receive an offer for a course offered by the Faculty of Health &amp; Behavioural Sciences your enrolment process will begin in the foyer of the McKinnon Building (Building 67) and your enrolment time is 9.30am.</td>
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</tbody>
</table>
| **Engineering – Wednesday 18 July**  | Including the following courses: Single degrees  
Bachelor of Engineering (Civil)  
Bachelor of Engineering (Environmental)  
Bachelor of Engineering (Materials)  
Bachelor of Engineering (Mechanical)  
Bachelor of Engineering (Mechatronics)  
Bachelor of Engineering (Mining)  
Bachelor of Engineering (Scholars Program)  
Bachelor of Medical and Radiation Physics (Honours) Advanced  
Bachelor of Medical and Radiation Physics  
Bachelor of Science (Materials)  
Bachelor of Science (Photonics)  
Bachelor of Science (Physics) (Honours)(Advanced Program)  
Double degrees  
Bachelor of Engineering/ Bachelor of Arts  
Bachelor of Engineering/ Bachelor of Commerce  
Bachelor of Engineering/ Bachelor of Computer Science  
Bachelor of Engineering/ Bachelor of Science  
For other Engineering degrees (ie. Electrical, Computer or Telecommunications Engineering) see the Informatics enrolment times. | Your enrolment process begins in the foyer of the McKinnon Building (Building 67) and your enrolment time is 10:00am (for all courses). |
## Main Enrolment

**Informatics – Wednesday 18 July**

*Including the following courses:*

**Single degrees**
- Bachelor of Computer Bioinformatics
- Bachelor of Computer Geoinformatics
- Bachelor of Computer Science
- Bachelor of Engineering (Computer)
- Bachelor of Engineering (Environmental)
- Bachelor of Engineering (Materials)
- Bachelor of Engineering (Mechanical)
- Bachelor of Engineering (Mechatronics)
- Bachelor of Engineering (Mining)
- Bachelor of Medical and Radiation Physics (Honours) Advanced
- Bachelor of Medical and Radiation Physics
- Bachelor of Science (Materials)
- Bachelor of Science (Photonics)
- Bachelor of Science (Physics)
- Bachelor of Science (Physics) (Honours) (Advanced Program)

**Double degrees**
- Bachelor of Computer Science/Bachelor of Science
- Bachelor of Engineering/Bachelor of Arts
- Bachelor of Engineering/Bachelor of Commerce
- Bachelor of Engineering/Bachelor of Science

Your enrolment process begins in the foyer of the McKinnon Building (Building 67) and your enrolment time is 9:30am.

If you are enrolling in one of the following courses, you must arrive at 9:00am:
- Computer Science
- Information and Communication Technology
- Information Technology
- Internet Science & Technology
- Computer Bioinformatics
- Computer Geoinformatics.

If you are enrolling in one of the following courses, you must arrive at 9:30am:
- Computer
- Electrical or Telecommunications Engineering (including the double degrees),
- Mathematics, Maths & Economics,
- Maths & Finance.

## Science – Wednesday 18 July

*Including the following courses:*

**Single degrees**
- Bachelor of Science

**Double degrees**
- Bachelor of Science/B Arts
- Bachelor of Science/B Commerce

For the Bachelor of Science (Materials, Photonics or Physics) see Engineering

Your enrolment process begins in the foyer of the McKinnon Building (Building 67) and your enrolment time is 9:30am (for all courses).
Shoalhaven campus and Bega, Batemans Bay, Moss Vale and Loftus Education Centres

There is no specific date for your enrolment, although you must enrol before Spring session commences (ie. 23 July). Please contact the relevant campus to discuss your enrolment options.

Batemans Bay Education Centre

Your enrolment will take place at the Batemans Bay Education Centre (“Hanging Rock”, Beach Rd, Batemans Bay) Telephone (02) 44722125. Go to http://bbay.uow.edu.au/ for more information about the campus.

Bega Education Centre

Your enrolment will take place at the Bega Education Centre (176 Auckland St Bega, opposite Bega High School). Telephone (02) 64947035. Go to http://bega.uow.edu.au/ for more information about the campus.

Loftus Education Centre

Your enrolment will take place at UOW Loftus Education Centre (Rawson Ave, Loftus - off Rawson Ave roundabout). Telephone (02) 9545 0000. Go to http://loftus.uow.edu.au/ for more information about the campus.

Moss Vale Education Centre

Your enrolment will take place at the Moss Vale Education Centre (Moss Vale campus of TAFE, Kirkham St Moss Vale). Telephone (02) 4869 1888. Go to http://mvale.uow.edu.au/ for more information about the campus.

Shoalhaven campus

Your enrolment will take place in the University Building at the Shoalhaven campus (George Evans Rd, West Nowra). Telephone (02) 4448 0888. Go to http://shoalhaven.uow.edu.au/ for more information about the campus.

Student Contributions for Commonwealth supported students.

What were known as HECS places are now called Commonwealth supported places. Universities determine student contribution (or HECS) amounts within ranges set by the Australian government. The amount of the contribution varies according to your enrolment pattern (ie subjects chosen) and an approximate calculation of your student contribution liability is provided as part of the on-line enrolment process. You will be formally notified of
your student contribution debt each session.
For Australian citizens and holders of permanent humanitarian visas, your student contribution can be paid up front, in which case a 20 % discount applies, or deferred by applying for a HECS-HELP loan and paid through the taxation system. If you elect to pay the student contribution upfront you will be sent a Payment Advice after you have enrolled (please do not pay the student contribution until you receive your notification).
If you wish to defer payment of the student contribution you will be required to provide your Tax File Number at the Enrolment Centre. Please ensure that you bring it with you.

New students who are New Zealand citizens or are in Australia on permanent resident visas must pay their student contribution up front, without the discount, each semester.

On enrolment day you will be provided with a copy of the ‘Information for Commonwealth supported students 2007’ booklet which fully explains your eligibility and obligations as a Commonwealth supported (or HECS) student. Information is also available online at http://www.goingtouni.gov.au/

**Youth Allowance, Austudy and Abstudy**

If you enrol as a full-time student you may be eligible for financial assistance from Centrelink. Claim forms and information about Youth Allowance and Austudy, including payment rates, are available from any Centrelink office or by calling 132490 or by visiting the web site at www.centrelink.gov.au.

ABSTUDY provides financial assistance for Aboriginal and Torres Strait Islander Australians who undertake approved full and part time study. For more information contact your local Centrelink office or call the ABSTUDY line on 132317 or visit www.centrelink.com.au

**Session dates**

<table>
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<tr>
<th>Event</th>
<th>Dates</th>
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<tr>
<td>Orientation Week</td>
<td>16 July – 20 July 2007</td>
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<tr>
<td>Spring session dates</td>
<td>23 July - 16 November 2007</td>
</tr>
<tr>
<td>Summer Session dates</td>
<td>3 December 2007 - 8 February 2008</td>
</tr>
</tbody>
</table>

You will be able to enrol into Summer session subjects from late September onwards. To enrol you use the Summer session enrolment link from the Student On-Line Services web page (www.uow.edu.au/student/sols/)
University Orientation: 2007

You are strongly encouraged to take part in Orientation, as it will help you in your transition to tertiary study. A wide variety of academic and social activities are scheduled at each of our campuses. You will receive an Orientation Guide on enrolment day or you can check out the program online at http://www.uow.edu.au/student/orientation/

Special Government Policies

The NSW Health Department and the NSW Department of Education and Training have special staff requirements and policies that apply to intending students of both health-related and education courses. These requirements relate to:

• clinical/internship placements which must be undertaken as part of your course; and
• procedures for employment after you have completed the course.

You will receive further information concerning these requirements from the relevant faculty during Orientation.

Re-enrolment for 2008

All re-enrolments for 2008 must be completed via the web (the process is very similar to the one you will use on enrolment day). The re-enrolment system will be available from early December 2007 and the deadline to re-enrol will be late January.

University Services and Courses for New Students

Accommodation

If you require assistance with accommodation please telephone (02) 4221 5467, Monday to Friday 9.00 am to 5.00 pm or go to http://www.uow.edu.au/about/accommodation/

Students with Disabilities

Please contact our Disabilities Coordinator who will be able to assist you should you have any particular needs or difficulties. Telephone (02) 4221 4352. Information is also available at http://www.uow.edu.au/student/services/ds/index.html. If you require any assistance on enrolment day please don’t hesitate to ask staff for help
First Year at UOW

First year at university is an exciting experience, but it can also be quite a shock for many students, with new routines, expectations and responsibilities.

DON’T PANIC!! You are not alone in facing these issues and there is a large volume of information and resources available to assist you. This site is designed to help first year students settle in at UOW, to answer common questions and to act as a guide to useful services and information.

For more information visit the First Year at UOW site at http://www.uow.edu.au/student/services/fye/

Further Enquiries

If you require further information regarding enrolment, or have any queries concerning the information contained in this pamphlet, please do not hesitate to contact Student Central, our one-stop service facility for all enquiries. Student Central can be contacted on (02) 4221 3927 or you can lodge an on-line enquiry at http://www.uow.edu.au/student/centre/enquiries/index.html

As the name implies, Student Central is situated right in the heart of UOW’s Wollongong campus in close proximity to popular services and facilities such as the library, café, shops, post office, bank and food halls. Student Central combines services core to student activity including Student Administration, Accommodation Services, Study Abroad and Exchange and International Student Advisers.

How to get to the Wollongong campus

The Wollongong campus is situated three kilometres northwest of the centre of the City of Wollongong.

Car - from the F6 freeway - take the University / Gwynneville exit. If parking on the Wollongong campus between 8.30am – 6.30pm, Monday to Friday, you must use the Parking Station or park in a ticket bay where Pay & Display machines are installed and signposted. Please ensure that you display a ticket on your vehicle dashboard in a ticket bay. Carefully check signs for conditions. Parking in sign posted permit car parks or bays without an entry permit displayed may incur a penalty notice processed by the Infringement Processing Bureau (the fine is greater than $74).

Train - trains from Central Station (Sydney) to North Wollongong station take approximately 70 minutes. A
Main Enrolment shuttle bus runs between North Wollongong station and the main campus every 20 minutes (between the hours 7.30am and 9.30pm). Alternatively, it’s a 15 minute walk to the University.

Bus - Premier Illawarra buses leave the centre of Wollongong at approximately half hourly intervals for the campus.

Transport Concession Passes - transport concessions for certain categories of full-time students will be available on enrolment day.

Campus Map

To view a map of the Wollongong Campus or to locate a specific building or service, go to [http://www.uow.edu.au/about/campusmap/index.html](http://www.uow.edu.au/about/campusmap/index.html)
For further information please contact:

Academic Registrars Division  Tel (02) 4221 3927
Accommodation  Tel (02) 4221 4622
Disabilities Co-ordinator  Tel (02) 4221 4352

University of Wollongong NSW 2522 Australia

Telephone  (02) 4221 3555
International  +61 2 4221 3555