



Pre-Arrival Information



CONGRATULATIONS ON YOUR SUCCESSFUL APPLICATION TO STUDY AT THE UNIVERSITY OF WOLLONGONG.

This booklet offers practical suggestions to help you to prepare for your time in Wollongong and highlights some of the items that you will need to organise before leaving home. It is important that you read through this information carefully, and any other materials sent to you by the University, as soon as possible. We wish you a safe and trouble-free journey and look forward to welcoming you to the community of the University of Wollongong.

Contents

Things to do before leaving home	
> Accept your offer of admission	3
> Apply for a student visa	4
> Arrange accommodation	5
> Request Airport Pickup	7
> Familiarise yourself with course and subject details	7
> Find out as much as you can about Australia and Australians	7
> Documents to bring with you	8
> Bringing family members or dependents	8
> Special Information for AusAID students	9
Arriving in Australia & Travelling to Wollongong	10
Living in Wollongong	
> Timezone	12
> Weather and Clothing	12
> Money and Banking	13
> Fees and Living Expenses	14
> Transport	16
> Electrical Goods and Appliances	18
> Telephones	18
> Computer and Internet Access	19
> Shopping and Food	20
> Safety and Security	21
University Services and Facilities	22
Orientation and Enrolment	26
Session Dates	27
Working in Australia	28
Important Contact Details	30
Useful Websites	30

THINGS TO DO BEFORE LEAVING HOME

Accept your offer of admission

Your 'offer of admission' letter is an official notification that you have been offered a place in a particular course at the University of Wollongong. Please read through your offer letter carefully, as it contains important information relevant to your program of study and any special conditions that may apply to your offer of admission (for example, satisfying the University's English language requirements). Your unique 7-digit student identification number also appears in the top left corner of the offer letter. Please quote this number in all correspondence with the University.

To accept your offer of admission, you will need to complete the Offer Acceptance and Payment Advice form attached to your offer letter (Attachment A) and return it along with the total fee payable to commence the course as quoted in your offer letter.

Note: students from some countries may be required complete a Pre-Visa Assessment (PVA) as part of the application process for a student visa to enter Australia. If you are required to complete PVA you should not make payment of the fees until you have been advised to do so. Further information is available in the 'Apply for Your Student Visa' section.

You should also clear any conditions noted in your offer letter, if applicable, at the time of accepting your offer of admission to UOW.

The fees payable includes tuition for your first session of study and overseas student health cover (OSHC) – see "Fees and Living Expenses" for further information. Payment can be made by credit card or a bank draft drawn in Australian dollars on an Australian bank.

Please ensure that payment is made as early as possible to allow sufficient time for visa processing. Depending on the country you come from, the visa process can take anywhere from several days to more than three months, so you need to allow sufficient time for this process.

If you have applied for admission through a University representative, they can assist you with acceptance and payment procedures. If you have applied for admission directly to the University, forward payment and acceptance of your offer to:

UniAdvice
University of Wollongong
NSW 2522 AUSTRALIA

When you have satisfied all conditions of the offer, completed pre-visa assessment (where applicable) and paid all fees quoted in your offer letter, an electronic Confirmation of Enrolment (eCOE) will be issued and sent to you via email. It is important that you provide a current email address with your application so that your eCOE can be returned to you promptly. You will need the eCOE to apply for your student visa.

At this stage, you should make plans for your travel to Australia. Make sure you plan to arrive in plenty of time for compulsory Orientation Week as this includes Enrolment and other information critical to your success at UOW.

Students are normally not permitted to enrol after Orientation Week, unless written permission from UOW has been granted. If you have unavoidable circumstances preventing arrival by Orientation Week, you must request an Extension Letter (permission for late enrolment) by contacting the Case Officer noted on your offer letter. If you are not sure who to contact, email UniAdvice.

Students who arrive after Orientation Week will not be guaranteed places in the subjects of their choice – where subjects are compulsory, this could result in your course of study taking

up to one year longer to complete.

Under no circumstances will enrolment be permitted after the first week of lectures for courses offered by the Graduate School of Business, or after second week for all other courses.

APPLY FOR A STUDENT VISA

All international students require a student visa to study at the University of Wollongong.

The student visa application process can be complicated. While it is possible for you to do this by yourself, our evidence shows that in some countries it may be better to do it with the assistance of an approved representative of the University. They are specially trained to assist applicants with this task, and, in most cases, have a relatively high visa approval rate. Contact UniAdvice to find your nearest representative.

In order to apply for a visa, you need a valid passport, the electronic Confirmation of Enrolment (eCOE) issued by the University, and any other documentation required by the Australian Diplomatic Post. You must ensure that you allow enough time for visa processing as this can be a lengthy process, depending on the country you come from. Your nearest Australian Embassy, Consulate or High Commission will be able to advise you about current visa processing times. They will also be able to provide you with further information about how to apply for a student visa and whether you will be required to undergo health checks or provide chest X-rays.

> Visit www.dfat.gov.au/missions/ to locate your nearest Australian Diplomatic Post.

The Department of Immigration and Multicultural Affairs (DIMA) provides comprehensive information about student visa requirements and application procedures.

> Visit www.immi.gov.au for further information about applying for a student visa.

If you are granted a student visa you must abide by certain conditions. These conditions include (but are not limited to) the following points.

You must:

- study full-time: minimum of 24 credit points per session in Autumn and Spring
- Session for most courses, or 12 points per Intake if you are studying in the Graduate School of Business Sydney campus
- make satisfactory academic progress
- maintain approved Overseas Student Health Cover (OSHC) whilst in Australia (see the
- "Fees and Living Expenses" section for information on OSHC
- remain with the original educational provider for at least 12 months, or the duration of the course if shorter than 12 months
- notify the University of your address in Australia and any subsequent change of address within 7 days
- not work, unless you have obtained student visa with permission to work after you have
- commenced your course (see "Working in Australia" for further information.

> Visit <http://www.immi.gov.au/students/index.htm> for a complete list of student visa conditions.

ARRANGE ACCOMMODATION

One of the most important decisions you will make is where you will live during your studies in Wollongong. The University of Wollongong offers a variety of accommodation options:

- > University-managed residences (catered or self-catered)
- > Homestay with a local family
- > Private rental in shared houses or apartments

The University Residences

If you want to live in a community with academic support, pastoral care and the chance to mix with other residents, the fully catered University residences may be the best choice. These residences include: Campus East, Weerona College and International House.

University-managed Apartments

For a little more independence and small-group living with the security of University management you may consider applying to live at: Graduate House; Keiraview; Kooloobong; or the International House Apartments. This style of accommodation provides:

- > independent cooking facilities in each unit;
- > single or shared study bedroom (furnished room with wardrobe, desk, chair, bed)
- > living and dining room furnishings (residents provide their own cooking utensils, crockery and cutlery, cleaning equipment).

A map showing location of the University residences is shown the next page.

> Visit www.uow.edu.au/about/accommodation for further information about University accommodation.

Application Deadlines for University housing

Applications for University housing should be made online by the relevant deadline:

- 30 November for commencement in Autumn Session (February).
- 1 May for commencement in Spring Session (July).
-

> Applications should be lodged online through the following website:

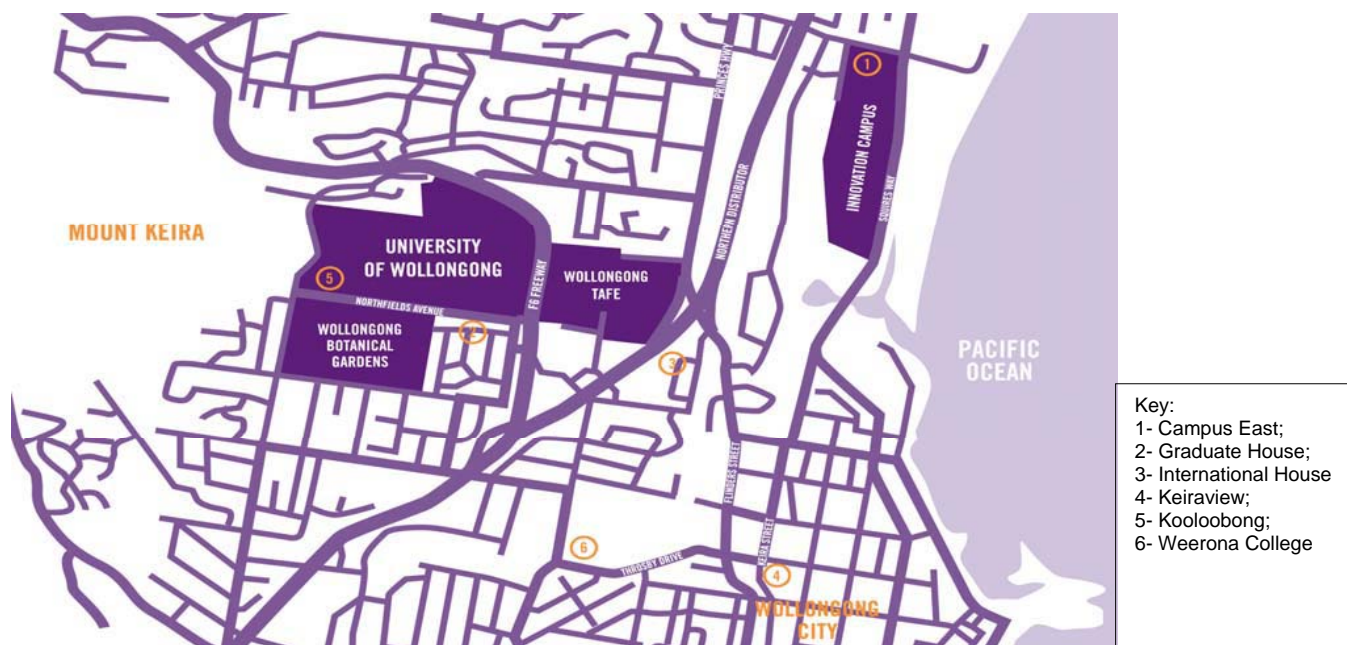
<http://apply-accom.uow.edu.au/>

There is a non-refundable application fee of A\$75 payable at the time of application: payment instructions are outlined on the above website. Applications submitted without this fee will not be considered.

The Accommodation Services office will notify you of the outcome of your application by email, so it is important that the email address you provide is a frequently accessed account.

If you are offered a place in one of the residences, please read through the contract information sent to you carefully as this will explain the costs, conditions and any special requirements for living in the particular residence.

Location of University Residences



Homestay

For further information on homestay accommodation with a local family, visit:
www.australianfamilyhomestays.com/

Private Accommodation

Affordable private accommodation is readily available in Wollongong, and this may be a good option for students who prefer more independence.

There are two styles: shared and single. Occupants of most shared accommodation will divide household expenses such as telephone and electricity. Typical costs for private rental are shown below (note that these are approximate costs in AUD\$ and may vary):

Unfurnished room per week:	\$80–\$140
Furnished room per week:	\$100–\$160
Apartment (unfurnished) per week:	\$140–\$250
House (3 or 4 bedrooms, unfurnished):	\$250–\$400

The UOW Accommodation Services Office can provide assistance to students seeking private accommodation and holds a database and notice boards showing available rental properties.

If you decide to live in private accommodation, it is important that you are aware of some basic rights and responsibilities before you make any agreement to rent a place. You can obtain a publication which provides this important information - "The Renting Guide" by the Office of Fair Trading – from the Accommodation Services Office when you arrive.

If you want to live in private accommodation you should arrive in Wollongong at least four weeks before session. Temporary accommodation can be booked before your arrival in Australia so you have somewhere to stay while you are looking for a more permanent arrangement: it can be requested on the online Airport Pickup application form. The University will book temporary accommodation for you, but you will be responsible for all charges incurred.

REQUEST AIRPORT PICK UP

The University has a free airport pick-up service for all new international students arriving at Sydney Airport (International or Domestic terminals) and traveling to Wollongong.

> Visit <http://accommodation.uow.edu.au/about/accommodation/airport/index.html> to submit your airport pick up request.

Your booking must be made no less than 48 hours prior to your arrival. If you are arriving on a Saturday or Sunday, your request should be made by no later than 4pm on the Thursday before. This also applies to any changes in your arrival schedule. Remember: if you do not let the University know when you are arriving, you cannot expect to be met.

FAMILIARISE YOURSELF WITH COURSE AND SUBJECT DETAILS

The University of Wollongong Handbook is available online and lists information about all courses, subjects, University rules and other relevant matters. Before reading the handbook, you should note that the terminology used at the University of Wollongong may be different to that used in your home country. Here are some important definitions:

Course: the full degree program; for example, Bachelor of Computer Science, Master of Public Health.

Subjects: the individual modules that you undertake in order to complete your course; for example, ACCY100 Accounting IA, ACCY200 Financial Accounting 2A etc. Other universities may refer to these as “units”, “modules” or even “courses” (as is common in North America).

Credit Point: the value attached to each subject. For most courses, students enrol in 48 credit points per year, divided into 24 credit points in each of Autumn and Spring Sessions (or 12 credit points in each of the four Intakes per year in the Graduate School of Business Sydney campus). The course structures in the Handbook show how many credit points are required to complete each course, and the value of each subject.

> Visit the online Handbook at www.uow.edu.au/handbook

FIND OUT AS MUCH AS YOU CAN ABOUT AUSTRALIA AND AUSTRALIANS

This will help you to adjust more quickly after your arrival. You may find that living and studying in Australia are both very different to that in your own country.

The following is a useful resource:

De Fazio, T., 1999, *Studying in Australia: A Guide for International Students*, Allen & Unwin, Sydney.

You may also like to find out about local news in Australia and Wollongong by reading printed or online newspapers and magazines.

> Visit: www.smh.com.au ('Sydney Morning Herald' newspaper)
www.theaustralian.news.com.au ('The Australian' newspaper)
www.illawarramercury.com.au ('Illawarra Mercury', Wollongong's local newspaper)

You can also practise listening to Australian accents by watching Australian television programs, films or listening to radio shows broadcast over the internet.

> Visit: www.abc.net.au/rn/audio.htm

www.australianetwork.com

The UOW Student Services website contains further information about Australian life and culture.

> Visit: **www.uow.edu.au/student/services/index.html**

DOCUMENTS TO BRING WITH YOU

You should prepare a folder of official documents to bring with you to Australia, including:

- > Valid passport with Student Visa.
- > Offer of Admission letter from UOW
- > Confirmation of Enrolment (eCOE) issued by UOW
- > Receipts of payments (tuition fees, OSHC etc).
- > Letter of scholarship award (if applicable).
- > Original/certified copies of your academic transcripts.
- > If you hope to obtain advanced standing (credit transfer) towards your UOW program for courses you have completed overseas, you must bring all relevant documents, including course and subject syllabus.
- > Other personal identification documents, for example driver's license, ID card,
- > Medical records or prescriptions.

BRINGING FAMILY MEMBERS OR DEPENDENTS

If you intend to bring your dependents (spouse or children) with you to Australia, there are a number of additional arrangements that you will need to make.

> Visas

When you apply for your student visa, you will also need to apply for each member of your family to accompany you. The Department of Immigration and Multicultural Affairs (DIMA) or your nearest Australian Diplomatic Post can provide you with further information about visas and application procedures for your dependents.

> Visit **http://www.immi.gov.au/students/students/bringing_family/index.htm** for further details.

> AusAID Students

AusAID students should see the AusAID Scholarships Officer to arrange family entry. Applications for family entry can take time; the granting of visas to your dependants can often take one to four months after the submission of your application, and even longer in some countries.

> Schooling for children

Members of your family aged between 5 and 18 years must attend school in Australia. They will not be granted a Temporary Residents Visa unless they have already been enrolled in an Australian school and all relevant school fees have been paid. For further information about enrolment requirements and fees, please contact the NSW Department of Education and Training:

Temporary Visa Holders Unit
NSW Department of Education and Training
Locked Bag 4
Wollongong, NSW 2520
Phone: +61 2 1300 300 229
Fax: +61 2 4224 9074
Email: tempvisa@det.nsw.edu.au

>Visit: www.schools.nsw.edu.au and
www.schools.nsw.edu.au/gotoschool/intnl_students/tempvisaholder

> **Childcare**

Childcare facilities are available on campus for children between the ages of 6 weeks and 5 years, as well as before school and afternoon care for school-aged children. Waiting lists can be long and places are limited, so it is important that you plan well in advance to secure childcare on campus. Before arriving in Wollongong, contact:

The Director
Kids' Uni
Post Office Box U100
University of Wollongong
NSW 2500 Australia
Phone: +61 2 4221 8035
Email: kids_uni@uow.edu.au

There are many other child-care centres in Wollongong and Student Services on campus to help you find a suitable place for your child. You should also be aware that the cost of childcare in Australia can be relatively high.

SPECIAL INFORMATION FOR AUSAID STUDENTS

All AusAID students should have received an in-country pre-departure briefing prior to arrival in Australia and all students except those completing pre-course English Language training will be required to undertake the Introductory Academic Program (IAP)

AusAID students will meet with the AusAID Scholarships Officer (ASO), soon after their arrival in Wollongong, so they can complete their arrival documentation and receive their establishment grant.

The ASO is the main point of contact on all matters affecting AusAID students including:

- Tutorial/editorial assistance
- Withdrawal of subjects
- Academic problems
- Family entry
- Family support
- Personal or family problems which affect academic progress
- Arrangements for overseas field work
- Reunion travel
- Return home travel

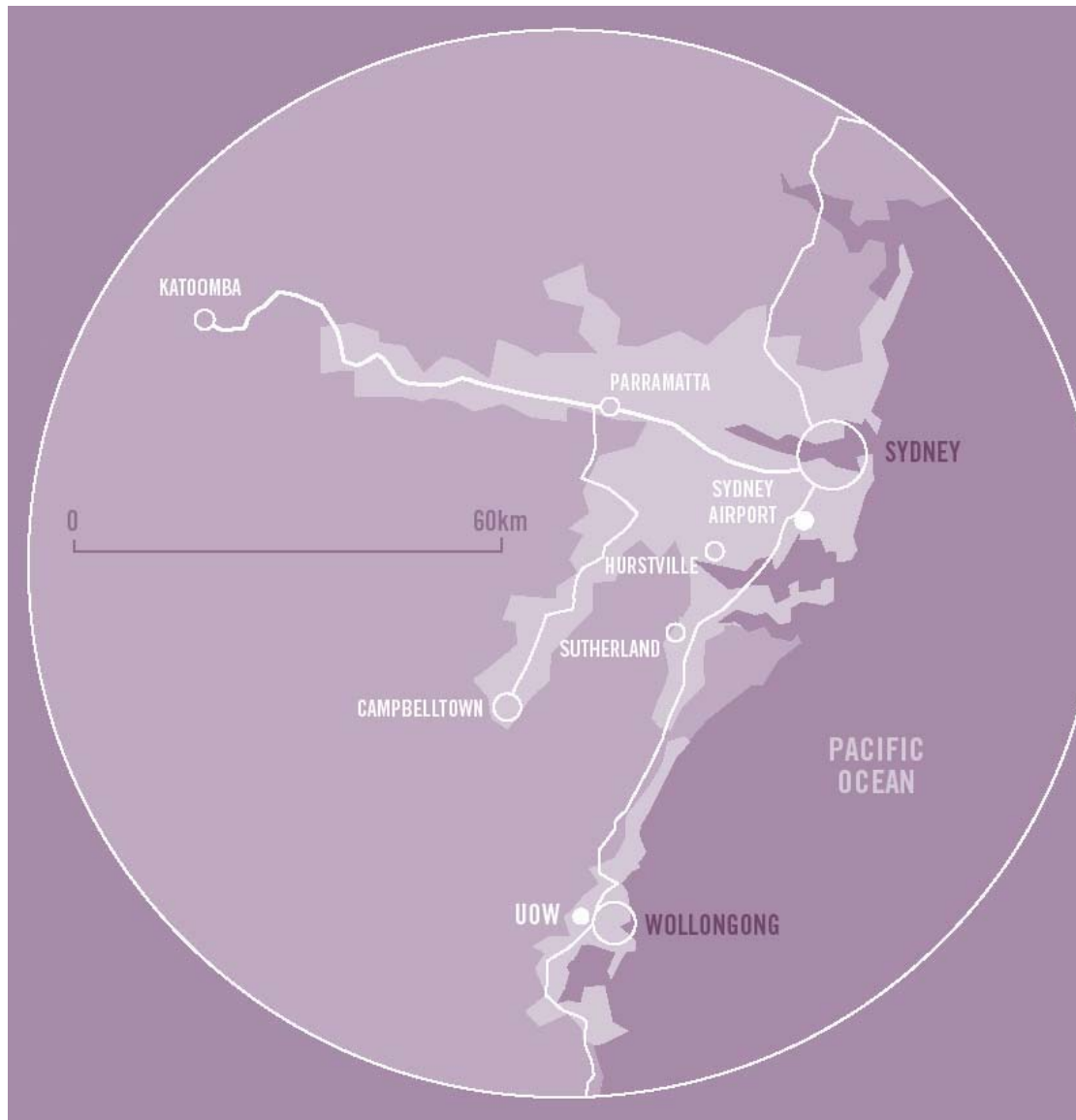
The ASO together with student support staff in the Accommodation Office will assist you with arrival and accommodation services. Contact details for the ASO at UOW are as follows:

Miss Natalie Correia
Email: correia@uow.edu.au Tel: +61.2.4221 5285

ARRIVING IN AUSTRALIA AND TRAVELLING TO WOLLONGONG

You should fly into Sydney International Airport (SYD) which is the closest international airport to Wollongong. Visit: www.sydneyairport.com.au

Wollongong is located 80 kilometres from Sydney and is easily accessible by road and rail.



> Australian Immigration

When you first arrive in Australia, you will be required to make your way through Australian Immigration (follow the signs for Arriving Passengers as you leave the airplane). An Immigration Officer will ask to see your completed *Incoming Passenger Card* (given to you on the plane) along with your passport and student visa. You should also be prepared to show the Immigration Officer a copy of your offer letter, eCOE and evidence that you have enough money to support yourself while studying (e.g. bank statements) if requested. The Immigration Officer will check your documents and may also ask you a few questions about your plans for your time in Australia.

> Australian Customs Service

Australian Customs and Quarantine restrictions are very strict: you must not bring prohibited drugs, food or plants into Australia. If you have any goods of plant or animal origin, you must declare them on the Traveller's Statement (given to you on the plane) which acts as your Customs declaration. If you are in doubt about what to declare you should ask a Customs

Officer as there are serious penalties (including large fines and jail terms) for people who make false declarations.

> Visit www.customs.gov.au (Australian Customs Service) and www.aqis.gov.au (Australian Quarantine) for further information.

> **Arrivals Hall**

You will be able to leave the restricted area and enter the Arrivals Hall after you have cleared Customs. Here you will find a number of retail and food outlets along with public telephones, a Traveller's Advisory Bureau and money exchange facilities. If you are arriving on a weekend, you may like to change currency at the airport as most banks are closed on Saturdays and Sundays.

TRAVELLING TO WOLLONGONG

> **Airport Pickup Service**

The University provides a complimentary airport pickup service from Sydney International Airport for all new international degree students travelling to Wollongong. This must be requested in advance: see the Request Airport Pickup section for details.

If you have requested this service, you will be transported to your Hall of Residence or prearranged temporary accommodation in Wollongong by a driver from Leisure Coast Limousines: please follow the instructions below.

When you enter the Arrivals Hall after clearing Customs, look for a driver with a University of Wollongong sign or a sign with your name on it. Note that there are two exits from the Customs Hall (Gates AB and CD) so take your time looking for the sign, and you may have to walk a little way to see it. If you still do not see a sign, the Traveller's Advisory Bureau may be able to assist you in locating the driver.

Should your arrival times change whilst you are in transit (or if you have pre-booked a pickup and there is no driver waiting for you) please contact Accommodation Services on telephone (02) 4221 5656 on your arrival in Sydney. If you have been delayed and arrive at the airport outside of office hours (9am – 5pm Monday -Friday), you may contact Leisure Coast Limousines directly on (02) 4261 7393. A driver will collect you as soon as possible and take you directly to your accommodation.

> **Train**

Trains connect the International and Domestic terminals of Sydney Airport with Central Station, where you can change to a Wollongong train. Wollongong is located on the 'South Coast' train line – destination shown as Port Kembla, Dapto or Bomaderry (Nowra). Trains depart from Central approximately each hour and the journey will take around 80 minutes.

You will need to get off the train at Wollongong train station and take a taxi to your accommodation. A one-way train ticket between the airport and Wollongong station will cost approximately A\$30. Taxi fares from Wollongong to any of the Halls of Residence will be approximately A\$5 – A\$15. All taxis in Australia are metered and you must pay the amount shown on the meter. You are not required to tip the taxi driver.

> Visit www.cityrail.nsw.gov.au for train timetable information.

We do not recommend that you hire a taxi from Sydney Airport to Wollongong as it will be extremely expensive (several hundred dollars!).

LIVING IN WOLLONGONG

In this section, you will find detailed information about the various aspects of living in Wollongong.

TIMEZONE

Wollongong is located in the Australian Eastern Standard Time (AEST) Zone, the equivalent to Greenwich Mean Time (GMT) plus 10 hours. Daylight saving is from the last Sunday in October until mid March (GMT plus 11 hours).

> Visit www.whitepages.com.au for world time conversions

WEATHER AND CLOTHING

Summers in Wollongong and Sydney are hot and can be humid. Winters are generally mild, but bring plenty of warm clothing if arriving in July as most private housing will not be centrally heated and heating in University accommodation may be unavailable or not as warm as you are used to.

On campus, students usually dress casually in jeans, t-shirts and other informal clothing. Joggers or running shoes are commonly worn. In summer, it is appropriate to wear shorts, skirts, t-shirts and light footwear such as sandals. You may require a light jacket or jumper/sweater in the evenings or in air-conditioned lecture theatres.

In winter you will require long sleeved shirts, long pants, jumpers/sweaters and a waterproof jacket. It does not snow in Wollongong so you will not need alpine style winter clothing, but a warm coat or jacket is recommended.

If you will be taking any courses with a laboratory component you will require covered shoes.

You should bring at least one set of “good” clothes especially if you will be living in University accommodation. A sports coat or suit and tie for men and appropriate dress or suit for women are necessary for some functions like formal dinners, graduation ceremonies and student dances. For festive occasions, you may want to bring traditional dress and accessories.

All types of clothing are available for purchase in Wollongong and prices are reasonable. However, if you have limited funds for your studies we recommend bringing appropriate clothing with you. Luxury items such as perfumes and moisturizers are readily available but they may be more expensive than in your home country.

Average Temperatures (°C/°F)

Autumn						Winter					
March	April	May	June	July	August	June	July	August	June	July	August
24.4	75.9	22.4	72.3	20.0	68.0	17.4	63.3	16.9	62.4	18.2	64.8
16.7	62.1	14.3	57.7	12.0	53.6	9.5	49.1	8.4	47.1	8.8	47.8
Spring						Summer					
September	October	November	December	January	February	December	January	February	December	January	February
20.0	68.0	21.8	71.2	22.8	73.0	24.9	76.8	25.6	78.1	25.4	77.7
10.5	50.9	12.6	54.7	14.4	57.9	16.5	61.7	17.9	64.2	18.2	64.8

MONEY AND BANKING

> Currency

Australian currency is decimal with the basic unit of one dollar equivalent to 100 cents. Coins come in \$2, \$1, 50 cents, 20 cents, 10 cents and 5 cents (when shopping, your purchases will be rounded to the nearest 5 cents). Australian bank note denominations are \$100, \$50, \$20, \$10 and \$5. The notes are different colours and increase in size according to their value.

> Goods and Services Tax (GST)

A 10% tax is charged on the sale of most goods and services in Australia. The GST is usually included in the advertised/ticketed price of the item.

> Tipping

Laws governing the minimum wage payable to employees mean that Australian workers do not have to depend on tips to earn a liveable income. This means that the giving of tips to waiters, taxi drivers and hotel staff is optional in Australia.

> Changing your Money

The exchange rate for the Australian dollar (AUD) is a floating rate depending on the foreign exchange market.

There are money exchange facilities inside Sydney International Airport and you can also exchange money at a bank once you arrive in Wollongong (Monday to Friday).

> Visit www.oanda.com or www.xe.com for currency conversions

> Bringing money from home

We do not recommend that you carry more than A\$200 in cash when you arrive in Australia, as this should be sufficient to cover incidental expenses until you reach your accommodation in Wollongong.

In the first few weeks of session you will require access to at least A\$500 to cover personal expenses and textbooks. If you will be living in private accommodation you may need considerably more to cover your establishment costs. You are advised to bring these funds in the form of Traveller's cheques or on a credit/international debit card. Traveller's cheques can be cashed at banks and some shops. International credit cards such as Visa and Master Card are widely accepted throughout Australia (American Express and Diners Club are not as widely accepted). Consult your home bank or credit provider before departure to find out if daily limits apply to your credit/international debit card, and what fees an international transaction attracts. These can vary significantly and be quite costly. You should also notify your bank that you will be in Australia, as some companies put a stop on the card if they find it is being used in another country.

Note: Australian banks can take up to 6 weeks to clear personal cheques or those drawn on a foreign bank, and wiring money can be expensive, so use your credit/international debit card to transfer money from home wherever possible.

> Banking

There are Automatic Teller Machine (ATM) and banking facilities located on campus and nearby in the Wollongong city centre. Most bank branches are open from Monday to Friday, 9am to 4pm (except on Public Holidays). Some larger branches stay open longer hours and may be open on Saturdays. ATMs remain open 24 hours per day.

The National Australia Bank has its own branch on campus and handles international transactions. It can issue bank drafts, Traveller's cheques or foreign currency and accept telex or electronic transfers. Many other banks are located in Wollongong and are easily accessible by public transport. The Australia Post Office on campus also acts as a sub-branch for the Commonwealth Bank, Citibank and the IMB.

Banks in Wollongong include:

National Australia Bank	www.nab.com.au
ANZ Bank	www.anzbank.com.au
Commonwealth Bank	www.commbank.com.au
Illawarra Credit Union	www.illawarracreditunion.com.au
IMB	www.imb.com.au
St George Bank	www.stgeorge.com.au
Westpac Bank	www.westpac.com.au

Opening an Australian Bank Account

Within the first six weeks of your arrival in Australia, your passport (with arrival date stamped by Australian immigration) and student ID card is sufficient identification to open an Australian bank account. After six weeks, additional identification will be required. Please speak to the financial institution of your choice for further information.

FEES AND LIVING EXPENSES

> Fees payable to the University of Wollongong

Please note that these fees do not include accommodation, books, excursion fees and other personal costs – these are included in the Living Expenses section shown later in this section.

Tuition Fees

As an international student, you are required to pay tuition fees to the University of Wollongong for your program of study. Tuition fees are paid one session at a time. Your offer letter states the tuition fee payable, but this fee is subject to change until you commence your course of study. Then, the tuition fee will remain the same for the duration of your course provided that the course is completed in the minimum time.

Tuition fees for all degree courses are charged each session per credit point of enrolment, except for the first session of enrolment for which a full session of fees must be paid. Non-award students in the Study Abroad program are charged a flat fee per semester not per credit point.

> Visit <http://www.uow.edu.au/handbook/courserules/feespol.html> to access the complete UOW Tuition Fee Policy.

Once payment has been made to the University of Wollongong, there are limited circumstances in which tuition fees can be refunded. Refunds are only granted in exceptional circumstances, such as an offer of admission being withdrawn by the University of Wollongong or where a student is unable to continue their studies for medical reasons.

> Visit http://www.uow.edu.au/student/finances/refund_int.html for further information about tuition refunds for International Students.

Overseas Students Health Cover (OSHC)

The Australian Government requires that all international students* and their dependents be covered by Overseas Student Health Cover (OSHC) for the length of their student visa.

OSHC will help you to pay for medical (doctor, pathology, x-rays) and hospital care and will contribute towards the cost of most prescription medicines and emergency ambulance transport. Expenses not covered by OSHC include dental and optical services, physiotherapy or treatment for medical conditions in existence before you came to Australia. OSHC is not general travel insurance and will not cover loss of personal items (such as cameras or laptops) while you are in Australia.

* Swedish and Norwegian students who are eligible for their home government insurance are not required to take out OSHC. Swedish and Norwegian students who are not eligible for their home government insurance should contact the University as soon as possible to arrange OSHC.

The University is required to provide an OSHC provider to you for the first 12 months of your study, and UOW's preferred provider is Australian Health Management (AHM). However, you are free to choose your provider from the other three OSHC providers i.e., Medibank Private, Worldcare Assist or BUPA. It is however a requirement of your visa that you maintain health cover for the whole period of study. If you want to stay with AHM after 12 months, you can renew quickly and easily by contacting the University directly.

Your first payment of OSHC is made to the University and your membership with AHM for the first 12 months of your course (of the length of your course if less than 12 months) is organised for you.

The OSHC payment must be made when accepting your offer of admission to the University, and is included in the commencement fee on your Offer Acceptance and Payment Advice. An eCOE (required for your student visa application) cannot be issued until payment for OSHC is received by the University. Subsequent OSHC payments must be paid directly to AHM or another registered OSHC provider.

Current OSHC fees are as follows:

	Single	Family
Up to 3 months	\$88.25	\$172.50
Up to 6 months	\$172.50	\$345.00
Up to 9 months	\$258.75	\$517.50
Up to 12 months	\$345.00	\$690.00

Your membership card will be sent to the University which will forward this to you in the first few weeks of your studies. You are required to keep your address updated with both the University and AHM to ensure that all correspondence and refund cheques are received.

> Visit <http://www.ahm.com.au> for information about Australian Health Management (AHM)

> Living Expenses

Living costs will vary according to your lifestyle, the type of accommodation you choose and whether you are single or bringing family members with you.

In addition to tuition fees, a single student living in Wollongong will require at least A\$10,000 to A\$12,000 a year for living expenses to cover accommodation, food and local transport.

Here are some examples of estimated costs per year you should budget for during your stay in Wollongong:

Accommodation, per year

University accommodation (catered)	\$10,000
University accommodation (self-catered)	\$6,000 (plus food \$2,500)
Private accommodation	\$4,000 to \$6,000 plus food \$2,500)

Incidental Costs, per year

Books, stationery and other study materials	\$500
Personal Expenses (e.g., transport, entertainment)	\$3,000 (depending on lifestyle)

The following is presented to give you an idea of the typical costs of some items. You should note that prices, particularly for food and clothing, can vary between different shops and depending on the time of year. You can make considerable savings by comparing prices and shopping wisely!

Transport

Bus fare from Wollongong city to the University	\$1.40 per trip
Shuttle bus from North Wollongong train station to campus	\$0.60 per trip
Return fare by train: Wollongong to Sydney	\$10.00 (weekends & after 9am Mon – Fri) or \$20.00 (peak times); or \$53 for a 7-day Rail Pass

Food

Milk	\$2.00 per litre
Bread	\$2.50 loaf
Apples	\$3.00 kg
Oranges	\$4.00 kg
Instant Noodle	\$0.50 packet
Chicken, whole	\$8.00 each
Rice	\$1.50 kg
Eggs	\$2.50 doz.

Clothing

T-shirt	\$15 - 30
Shirt	\$20 - \$70
Jeans	\$30 - \$100
Jumper/Sweater	\$40 - \$80
Shoes	\$40+

Miscellaneous

Telephone (local calls from a public phone)	\$0.40
Cinema (student concession)	\$8.50
UniMovies	\$5.00
Postage (standard mail within Australia)	\$0.50
Cup of Coffee	\$3.50
Pizza (large)	\$9
Toothpaste	\$3
Shampoo (200ml)	\$3.50
Men's Haircut	\$12-30
Women's Haircut	\$20-\$35+

TRANSPORT

> Free Bus Service

A free bus service connects the University and many parts of Wollongong, including the city centre, North Wollongong train station and the Innovation Campus (near Campus East).

> Visit <http://www.uow.edu.au/about/transport/gongshuttle/index.htm>

> Public Transport

The UOW campus is easily reached by public transport from the centre of Wollongong and surrounding suburbs.

> Buses

Buses are the main form of public transport to and from the University. The University bus stop is on Northfields avenue and buses run direct to the University from all areas of Wollongong. All students are entitled to a student concession on Premier Illawarra and Dions bus services in Wollongong. A bus concession symbol will be printed on your student ID card when you enrol at UOW.

> **Trains**

The nearest railway station to the Wollongong campus is North Wollongong station. Private international students in State of New South Wales are not eligible for a student concession on the State's public transport system (including the rail network). This is a government regulation for international students at all universities. The only eligible international students are those sponsored by the Australian Government and students involved in formal reciprocal university exchange programs.

> Visit <http://www.uow.edu.au/about/transport/> for a comprehensive guide to public transport to UOW and around Wollongong city, including maps and links to timetables for buses and trains.

> **Cycling**

Bicycles are a cheap alternative method of transport. There are dedicated cycle paths located around Wollongong and surrounding suburbs. Second-hand bikes are available from bicycle stores, or from other students as advertised on notice boards around campus. It is compulsory to wear a helmet when riding a bicycle. Helmets cost approximately A\$50 from department stores like Kmart or Big W.

> **Driving**

In Australia, we drive on the left hand side of the road. To drive a car you must be over 17 years of age, have Third Party Insurance Cover and have a licence to drive in Australia. If you are in Australia on a student (temporary) visa and you do not intend to become a permanent resident, you will be regarded as a visiting driver and will be permitted to drive on your home country licence. If the licence is not written in English, an International Driving Permit, or an English translation must also be carried with the licence when driving.

Further details on driving in New South Wales, including licence requirements and road rules, can be obtained by contacting the Roads and Traffic Authority (RTA).

> Visit www.rta.nsw.gov.au

> **Travelling Around Australia**

Buses connect most major tourist destinations, but distances can be huge, and travelling times measured in days. As such, most students choose to fly between states when travelling.

Sometimes discount travel options within Australia (e.g. air passes) are available in your home country but not available for purchase after your arrival. Check with your own travel agent if you are thinking of travelling extensively within Australia.

You can also purchase an International Student Identity Card (ISIC) from the STA travel agency on campus which allows for some discount travel in Australia. You may be also able to purchase this card from a STA travel agency in your home country.

> Visit <http://www.uow.edu.au/student/travel/> for further information about Australian travel packages available to UOW students

ELECTRICAL GOODS AND CONNECTIONS

Domestic electricity supply in Australia is 230 – 250 volts, AC Hertz (cycles/second). Electrical goods from other countries usually need a conversion adaptor.

Three pin plugs are fitted to domestic appliances, so 110 volt appliances, such as shavers, hairdryers and contact lens sterilisers, cannot be used without a transformer. Transformers can be purchased in department or travel stores, although some appliances are relatively cheap to purchase when you arrive.

TELEPHONES

> Emergency Services

In Australia, dial 000 from any phone for all fire, ambulance and police emergencies.
[Do NOT dial 911 in Australia as this is NOT the number for emergency services]

112 is the GSM international standard emergency number which can only be dialled on digital mobile phones. 112 can be dialled anywhere in the world with GSM coverage and is automatically translated to that country's emergency number. However, whilst in Australia you are advised to always dial 000 first as this is a direct connection to emergency services and can be dialled from any type of phone.

> Public Telephones

Phone calls can be made from any public telephone. Public phones are located on-campus, at most railway stations, in shopping centres, and in other public areas. Local phone calls cost 40 cents. Long distance (STD) and international (IDD) calls can also be made from these phones.

There are coin payphones, phones that use phone cards and credit card phones. Phone cards are available from newsagents, convenience stores and post offices. The UniShop and Post Office on campus both sell phone cards in a range of denominations (usually \$5, \$10, \$20 and \$50).

> To make an international phone call from within Australia:

Dial the International Access Code (0011) + the country code + the area code (if required) + the telephone number

> To make a phone call from within Australia to a number in another area of Australia:

Dial the area code + the telephone number

> Australian Area Codes

Australian Capital Territory & New South Wales	02	Victoria & Tasmania	03
Western Australia, South Australia & Northern Territory	08	Queensland	07

> Visit www.whitepages.com.au or www.yellowpages.com.au for directories of residential and commercial telephone numbers in Australia; and for a list of country and area codes.

> For friends and family to call you in Australia:

They will need to dial the International Access Code (this varies in each country) + Australia's country code (61) + 2nd digit of the area code + your phone number. For example, as the area for New South Wales is 02, to dial the number 4221 3218 in Wollongong from overseas would require: International Access code + 61.2.4221 3218

> Mobile Telephones

Mobile telephones (cellular phones) are one of the most popular forms of communication in Australia today. Although they are not a necessity, many international students choose to bring their existing mobile phone, or purchase a new one upon arrival, to use throughout their time in Wollongong.

> **Using your existing phone in Australia**

If your existing mobile phone provider has an 'International Roaming Agreement' with a network in Australia, you can use your phone to make and receive calls in Australia just as you do at home. Calls made in Australia will be charged to your account at home in your local currency. You may also be charged for incoming calls. The caller will pay usual phone rates. Your home network provider will be able to give you further details about charges for International Roaming. This service can be quite expensive, so it is important for you to be aware of all charges that may apply.

You should also check that the technology and handset that you currently use are supported by mobile phone networks in Australia. The two most common types of mobile phone technologies are GSM (Global System for Mobile Communications) and CDMA (Code Division Multiple Access). The majority of phones in Australia are connected to GSM networks which operate on 900MHz and 1800MHz frequencies. Your home network provider will be able to advise you whether your phone is compatible with networks in Australia.

Further information about Australian mobile phone technology and the compatibility of overseas equipment is available from the Australian Communications and Media Authority (ACMA).

> Visit: www.acma.gov.au and <http://toolkit.acma.gov.au/mobile/index.htm>

> **Purchasing a mobile phone in Australia**

To avoid the high costs associated with International Roaming, many international students choose to purchase a 'pre-paid' mobile phone pack upon arrival in Australia. These are available from the UniShop or Post Office on-campus and include a basic handset (if needed), a SIM card and a specific amount of calling credits. You can then purchase additional calling credits as needed. Pre-paid services are popular with students as there are no bills, contracts or minimum monthly commitments. An alternative option is a fixed-term contract where a set monthly fee is paid over a specified period of time (usually between 12 and 36 months) in return for a certain number of phone calls and access to services like voicemail. A handset may also be included.

COMPUTER AND INTERNET ACCESS

On campus you can connect to the internet or read your email from one of many student computer laboratories, or by connecting to the UOW wireless network. Most faculties have their own student computer laboratories and you will also have access to the Central Student Computer Laboratories and also computer rooms in the Library where you can access email and the Internet. The University's catered halls of residence also have computer rooms available.

Internet resources are divided into two categories – "on-net" and "off-net".

> "**On-net**" includes all sites contained on the UOW website, such as Library-subscribed electronic databases and other resources, 'mirror' sites and local portals. There is no quota restriction on the use of "on-net" sites.

> "**Off-net**" includes all sites not classified as "on-net". Undergraduate and postgraduate coursework students are assigned a quota to access "off-net" sites, currently 400Mb per session. Postgraduate research students do not have any quota on "off-net" usage.

As the University provides assistance in minimising "off-net" usage by providing considerable academic resources "on-net", the "off-net" quota (for undergraduate and postgraduate coursework students) should be sufficient to meet the educational needs of most students; however, students who use their quota in a given session may apply to their Dean of Faculty for a quota increase which may be granted if it is determined that an increase is necessary for educational purposes. While there is no "off-net" quota for postgraduate research students, usage is tracked and may be restricted where usage is deemed inappropriate.

> Visit: <http://www.uow.edu.au/its/> for detailed information about IT facilities and services on Campus

> **The Central Student Computer Laboratories**

The Central Student Computer Laboratories (Level 1, Building 17) provide students with access to email, the Internet, Applications Software and Laser printers. In addition to these services, the teaching laboratories contain special purpose software for tutorials run by individual departments. When there are no tutorials in progress the teaching laboratories may be used by any UOW student.

> **Wireless Network**

The UOW campus is covered by a wireless network. This means that if you have a laptop or PDA with an appropriate wireless network card (many now have this built in) you can connect to the University data network at any location on campus that offers wireless network facilities. Wireless laptops and network cards are available for loan from the Library. You may also purchase a wireless network card from the UniShop.

> Visit www.uow.edu.au/its/wireless for further information

> **IT Support**

Staff in the IT Service Centre (located in the Central Student Computer Laboratory) can give you assistance with laboratory equipment and software, using email and information about training courses available to students. 'Roving helpers' are also available in the computer laboratories during session to help you with any computing problems that you may have. Information sessions are also held during Orientation Week to provide an introduction to IT services and support on campus.

> Visit: www.uow.edu.au/its/itsupport/student.html

> **Accessing the Internet off-campus**

Limited dial-in access to the University's IT network is available to postgraduate research students. All other students will need to sign up with an external Internet Service Provider (ISP) in order to access the Internet or read email off campus. There are a number of ISPs in Wollongong, offering for both dial-up and broadband internet connection. These are listed in the local Yellow Pages telephone directory (also available online) and it is also a good idea to obtain recommendations from other students.

> Visit: www.yellowpages.com.au

SHOPPING AND FOOD IN WOLLONGONG

You will find a range of department stores, specialty shops and boutiques in the Wollongong City Mall (also known as 'Crown Street Mall'). There are also several large air conditioned shopping centres located in the suburbs of Corrimal, Figtree, Shellharbour and Warrawong.

>Visit: <http://www.crownstreetmall.com.au/> for information on Crown Street Mall

Most stores are open from 9am to 5pm between Monday and Friday, and 10am to 4pm on Saturday and Sunday. Some stores stay open until 9pm on Thursdays for 'late night trading'. Others may be closed or have reduced trading hours over the weekend.

Wollongong is a multicultural city with a wide range of available cuisines. The UniCentre provides a range of food outlets on campus, with a range of cuisines including Asian and halal food.

> Visit: <http://unicentre.uow.edu.au/operatinghours/> and <http://unicentre.uow.edu.au/menus/>

The large chain supermarkets Coles and Woolworths sell a wide range of food products from around the world and there are a lot of independent delicatessens and Asian supermarkets in Wollongong. Discount supermarket chains like Aldi, Bi-Lo and Franklins are also popular with students. Most supermarkets are open from 8am to midnight between Monday and Saturday, and from 8am to 10pm on Sunday. There is also a huge variety of restaurants and fast food outlets, with a selection listed on the Tourism Wollongong website:

> Visit www.tourismwollongong.com.au for information about the range of international restaurants, shopping and other useful information about living in Wollongong.

SAFETY AND SECURITY

> General Safety

Wollongong and the surrounding areas are generally safe, but you will still need to exercise normal caution as you would in any city, especially at night.

General Safety Tips:

- > Do not carry large amounts of cash
- > Do not walk alone at night in strange areas, especially along dark streets
- > Do not leave valuable items lying around unattended
- > Always stand or sit in well-lit areas if waiting for a bus or train
- > Always lock your room – when not at home and when sleeping

There are security officers on campus 24 hours a day and they provide a security escort service on campus after dark. Contact the UOW Security Office UniCentre (Building 11)

- > In case of emergency call 4221 4900 or dial #1 from any campus security phone
- > For security escorts or general enquires call 4221 4555 or dial #3 from any campus security phone

> Visit: www.uow.edu.au/about/security/index.html for further security services information

> Crossing the Road

Be very careful when crossing the road, especially if you come from a country where traffic drives on the opposite side of the road to Australia (driving is on the left hand side of the road in Australia). Before crossing, always “look to the right, look to the left, and look to the right again”.

> Beach Safety

A perfect way to relax in Australia is to go to the beach, and there are 17 patrolled surf beaches along the Wollongong coastline. Although it is great fun it also presents some dangers even for experienced swimmers. Here are some surf safety hints from the Wollongong City Council Lifeguard Service to ensure a safe and enjoyable day:

- > Always swim between the red and yellow flags (the flags indicate a safe swimming area (NO FLAGS, NO SWIM!))
- > Look for and read the water safety signs and obey lifeguard or lifesaver instructions
- > Always supervise your child in or around any body of water
- > Always check the water depth before entering (conditions change so don't dive into unknown waters)
- > Always swim with someone (never swim alone)
- > If unsure of water conditions ask advice from the lifeguard or lifesaver
- > If ever in need of assistance, stay calm, float, conserve your energy, raise your arm and signal for help
- > Never swim following consumption of alcohol or other drugs
- > Use 30+ sunscreen and wear a shirt, hat and sunglasses.
- > Visit: <http://lifeguards.wollongong.nsw.gov.au/safety.htm>

UNIVERSITY SERVICES AND FACILITIES

ACADEMIC AND TECHNICAL SUPPORT

> Academic Advisers

Each academic department has Academic Advisers to assist you with questions about your subjects or course. You can also consult your tutor, lecturer, or the course coordinator. You will have the opportunity to meet with Academic Advisers from your Faculty during Orientation Week.

> Information Technology Services (ITS)

UOW's Information Technology Services (ITS) provides training, user-guides and the student computer resources, including eight Central Student Computer Laboratories equipped with 500 desktop computers, as well as teaching laboratories. Students can access email, the Internet, software and laser printers. Teaching laboratories contain special purpose software for tutorials run by individual departments. Staff can provide you with assistance with laboratory equipment, software, and on-line training. See the section on Computer Access for further information.

> Visit: www.uow.edu.au/its

> Learning Development

The Learning Development centre offers help and free services to all enrolled students who wish to improve their academic performance and English language skills. Services and facilities include: academic skills programs; English language workshops; individual consultations; and a wide range of self access resources on the interactive UniLearning website.

> Visit: www.uow.edu.au/student/services/ld/

> Library

The University library has a comprehensive selection of print and electronic information including electronic journals; index and abstracting services; links to subject-based resources throughout the world; standards and statistical information, and on-line library catalogue. With your student identity card and your UOW email account you will be able to access quality electronic information resources through the Library's website, 24 hours a day. Expert help to locate and evaluate information is available at the Information Desk; in workshops; on the web; and in lectures.

> Visit: www.library.uow.edu.au

> Student Central

Student Central is part of the Academic Registrar's Division (ARD). This is the administrative support centre for all enrolled students. Student enquiries staff can answer questions on enrolment, fee payments, exams, academic transcripts and graduation. It also maintains the Student OnLine Services (SOLS) system through which students interact with the web-based enrolment system, and which keeps students up to date with important information.

> Visit: www.uow.edu.au/student/centre/

> Wollongong Undergraduate Students' Association (WUSA)

WUSA is the official student body for undergraduate students on campus. Its governing body comprises, and is elected by, undergraduate students and it includes an International Students Advisory Committee elected to represent the interests of international students. In addition to arranging many social events throughout the year, WUSA provides low cost photocopying and faxing, a second-hand book bank, free tea and coffee making, facilities for various social groups and an advocacy service.

> Visit: <http://wusa.uow.edu.au/>

> **Wollongong University Postgraduate Association (WUPA)**

WUPA offers facilities and services such as the Postgraduate Resource Centre which includes a seminar room; quiet study area; reduced-price photocopying; Macintosh computers; CD writers; Zip drives; email and web browsing (in Japanese and Chinese); as well as kitchen and BBQ facilities. WUPA also provides an advocacy and outreach service to assist you during your studies, plus a range of social activities and events.

> Visit: www.uow.edu.au/wupa

Additional Support for Research Students

> **Research Student Centre**

The Research Student Centre, part of the Research and Innovation Division, administers postgraduate research enrolments, scholarships, funding and the submission of theses. It is also responsible for orientation, workshops and information sessions for research students.

> Visit: www.uow.edu.au/research

> **Research Supervisors**

A Research Supervisor is a member of academic staff who is responsible for providing support and mentoring. This assistance enables students to undertake their research and produce a thesis to the best of their ability.

> **Statistical Consulting Service**

Statistical Consulting Service is for students undertaking research degrees or research as part of their coursework degree. The Service provides advice on investigation planning, appropriate data analysis and methods of presenting results and conclusions. Students are entitled to 10 hours free consultation per year.

> Visit: www.math.uow.edu.au/scs

> **Conference Travel Fund**

All postgraduate research students are entitled to access the Conference Travel Fund during their studies. This fund assists with the cost of accommodation, travel and conference registration fees for students whose papers have been accepted at a conference.

> Visit: www.uow.edu.au/research/rsc/hdrhb/conference-funding.html

> **Professional Training for PhD Students**

The University offers professional training programs for postgraduate research students. These include a Graduate Certificate in Business, a Graduate Certificate in Higher Education and the Introduction to Tertiary Teaching (ITT) program. PhD students can enrol in these programs concurrently with their research degree.

> **Introduction to Tertiary Teaching (ITT)**

ITT is offered through the Centre for Educational Development and Interactive Resources (CEDIR) at the University. It is a modular course designed for flexible learning and to provide introductory skills in tertiary teaching. PhD students who are employed on a casual teaching basis at the University may enrol in the ITT program free of charge.

> Visit: www.cedir.uow.edu.au/

WELFARE, ADVOCACY AND STUDENT SUPPORT

> Careers Service

The Careers Service assists students with their career plans and provides them with the skills to carry out their career decisions. It has a resource library with information on individual occupations; job seeking skills and organisations that recruit graduates in Australia and overseas; job boards and other resources to assist those seeking part-time work; company employment websites; and information on voluntary and overseas work placement opportunities.

> Visit: www.uow.edu.au/careers

> Centre for Student Development (CSD)

CSD designs and facilitates a range of opportunities designed to give students the best possible experience while at University and to develop the skills and confidence to engage competently in life after study. The Centre's activities include leadership programs, community service projects, volunteering, work experience, adventure projects, cultural and social activities and much more.

> Visit: www.unicentre.uow.edu.au/csd

> Childcare Services

Childcare facilities are available on campus for children aged between 0-6 years, as well as before school and afternoon care for school-aged children.

> Visit: www.unicentre.uow.edu.au/facilitieservices/childcare

> Clubs and Societies

There are over 35 clubs and societies on campus, ranging from religious and cultural groups to recreation groups. International clubs include the Chinese Students Association; Indian Society; Indonesian Students Association; Iranian Association; Taiwanese Students; Thai Students Association, Muslim Association; and the Persian Culture Society. The UniCentre and the Students' Association manage the clubs; contact details for each club can be found on the Clubs and Societies website.

> Visit: www.clubs.uow.edu.au

> Counselling Services

The Counselling Service provides confidential, professional and sympathetic help at times of difficulty, conflict or crisis. This service is available at no charge.

> Visit: www.uow.edu.au/student/services/cs

> Cultural Activities

Throughout the year, the UniCentre offers regular concerts, shows and dinners in addition to regular dance nights and lunchtime concerts. UniMovies are screened each Wednesday night and arthouse films screen occasionally on Friday nights. International Week is usually held in September each year to celebrate the University's international diversity, featuring concerts, exhibitions, films, competitions, festivals and other events highlighting the culture of the various communities on campus.

> Visit: www.unicentre.uow.edu.au and www.uow.edu.au/about/internationalweek/index.html

> **Dean of Students**

The Dean of Students oversees the welfare of all students and advocates on their behalf. Problems with admission, enrolment, assessment, progression, transferring courses and similar matters may be referred to the Dean if the relevant Faculty or Department cannot resolve them.

> Visit: www.uow.edu.au/student/services/dos/

> **Disability Services**

Access and resources are available for students with disabilities. Disability services facilitate the transition to university life and completion of studies. The Disability Liaison Officer supports students during their enrolment and throughout their stay. Specialised equipment; note-takers; volunteer readers; and peer support networks may be provided.

> Visit: www.uow.edu.au/student/services/ds

> **Illawarra Committee for International Students (ICIS)**

ICIS is a community organisation funded by the University which provides support and activities for international students at UOW. The Committee organises events in which international students and the Australian community can interact and become aware of each other's cultures. It coordinates bus trips, orientation activities, an English conversation group, student dinners and other social occasions.

> Visit: www.uow.edu.au/student/services/isa/ICIS.html

> **International Friendship Program (IFP)**

The International Friendship Program promotes cultural exchange between members of the Wollongong community and individual international students. Interested students can be linked with a "friend" to arrange to meet occasionally for a simple activity such as sightseeing, seeing a movie, shopping or sharing a meal. This helps students learn about the Australian lifestyle and assists the local community to learn about the varied cultures of our students. Students are invited to join the program during Orientation Week.

> Visit: www.uow.edu.au/student/services/isa/IFP.html

> **Medical and Health Services**

A range of health and medical services is provided on campus, including optometry, dentistry, naturopathy and acupuncture. Appointments and transport to a doctor (general practitioner) can be arranged through the centre. Information on doctors and other health professionals in Wollongong who speak other languages can also be provided.

> Visit: www.unicentre.uow.edu.au/facilitieservices/medicalservices

> **Momentum**

Momentum is the international student mentoring program, jointly run by WUPA and WUSA (the postgraduate and undergraduate student associations). Launched in 2006, its goal is to assist new international students to integrate easily into life and study in Wollongong by means of mentoring groups and fun off-campus activities. This program is free and open to all students, with local Australian UOW students providing the mentorship. More than 170 international students participated in the program in 2006.

> **Religious Services**

There is a range of services for different religious groups, including a Buddhist Temple in the city of Wollongong, a mosque within walking distance of the University, and a dedicated building on campus for Muslim prayer and other activities. Wad'u (ablution) facilities are also available. The University's Chaplaincy Service offers fellowship, personal counseling and guidance as well as leadership in doctrinal studies and worship. Student-based religious clubs include the Muslim Association of Wollongong University; Catholic Club; Chinese Christian Fellowship, Evangelical Christian Union, the Baha'i Society; and the Australasian Union of Jewish Students.

> Visit: www.unicentre.uow.edu.au/facilitieservices

> **Sport and Recreation**

The University Recreation and Aquatic Centre (URAC) provides world-class facilities for sport and recreation. Facilities include playing fields, all-weather outdoor playing surfaces, a 50-metre heated swimming pool, and tennis courts. The recreation centre has a fully equipped gymnasium, squash courts, basketball courts, sports store and café. Activities offered include fitness classes, leisure and outdoor activities, learn-to-swim classes, 24 sport clubs and a social sports competition.

> Visit: www.uow.edu.au/urac

> **Student Equity and Diversity Liaison Officers (SEDLOs)**

Student Equity and Diversity Liaison Officers will help you settle into your University life in Australia. They assist with orientation to the local area, homesickness, study difficulties, academic concerns, budgeting, legal/accidents, visa issues, health, personal problems, family emergencies and children's education. The SEDLOs are also student advocates. They can provide links with the Australian community and give information on returning home when you complete your studies. This service is free and completely confidential.

> Visit: <http://www.uow.edu.au/student/services/index.html>

> **UniCentre and UniShop**

The UniCentre provides an extensive range of services for students and staff including eight food outlets with a range of cuisines including Asian and halal food. Other facilities in the UniCentre include conference and meeting rooms, shops, a bank, post office, travel agency, hairdresser and movies. The bookshop stocks general fiction, academic titles and textbooks required for all subjects at Wollongong. There is also a large choice of software for both PC and Mac computers. The retail centre sells stationery, newspapers and magazines, University memorabilia (e.g. sweatshirts, badges, ties and mugs), and groceries.

> Visit: www.unicentre.uow.edu.au and <http://unishop.uow.edu.au/>

ORIENTATION AND ENROLMENT

A **compulsory** orientation for all new international students is held in the week immediately before the start of session. This will be your official introduction to the University and will give you the opportunity to make new friends and to settle into Wollongong before lectures commence.

Orientation Week is designed to familiarise you with the campus, staff and facilities. Information sessions and group discussions on a large range of topics will be held during the week:

- Services and facilities available on campus
- Overseas Student Health Cover
- Study skills and essay writing
- General information about living in Australia, local customs and attitudes
- How to stay safe and legal in Australia
- Campus tours.

Orientation week also includes the formal Enrolment process, which includes registration in individual subjects, lecture and class times, obtaining your student card and other formal administration relating to your enrolment at the University. Faculty orientation seminars are also held and you will have the opportunity to consult with academic advisers from your course to assist with selection of subjects and your program of study.

Full details of the program of activities will be available before the start of each session on the Orientation website:

> Visit <http://www.uow.edu.au/student/orientation/>

International full-degree students can find additional information about orientation on the International Student Advisers site:

> Visit: <http://www.uow.edu.au/student/services/isa/OrientationInfo.html>

Study Abroad and Exchange students (enrolling one or two sessions and graduating from your home university) will be sent information about Orientation and enrolment procedures via email before your arrival in Wollongong. A package of information containing more details about the Orientation program will also be waiting at your Hall of Residence or in the Study Abroad Office for students staying in private accommodation. The Orientation program for Study Abroad and Exchange students will be available from the Study Abroad website:

> Visit: <http://www.uow.edu.au/future/studyabroad/orientation/index.html>

SESSION DATES

The UOW academic year extends from February to November, with a summer break from December to January. There are two main academic sessions, from February to June ('Autumn Session') and July to November ('Spring Session'). A 'Summer Session' also operates from late November/December to January/February each year, with a limited number of subjects available.

The Graduate School of Business Sydney campus operates on a different system – the academic year is divided into four Intakes, commencing in January (Intake A); April (Intake B); June (Intake C); and September (Intake D).

Examinations can be held on any date during the formal examination period: as the examination timetable is not released until the middle of each session, you should not schedule any travel during the examination period.

To view specific session dates visit our Session and Key Dates webpage
<http://www.uow.edu.au/student/dates/index.html>

WORKING IN AUSTRALIA

You must have sufficient funds to cover all expenses before you leave your home country. You cannot rely on working in Australia to cover your tuition fees or living costs. Although working part-time can provide an avenue for meeting new people and some extra spending money, it should never be considered more than an 'added bonus'.

If you are an AusAID student you will need approval to undertake part-time work.

> **Applying for permission to work**

A student visa does not automatically entitle you to work in Australia – you will notice a condition that states 'no work' when your student visa is issued.

You will need to apply for a **student visa with permission to work** after you have commenced your studies at UOW. Even if you volunteer or take part in unpaid work, you must apply for permission to work.

You must first ask the University of Wollongong to notify DIMA that you have started your course (you should submit your request to UOW Student Administration after you have enrolled and the session has commenced). You can then submit your application online at the DIMA website.

If permission to work is granted, you will be limited to working up to a **maximum of 20 hours per week during the session** (any volunteer or unpaid work also counts towards this limit). During session breaks or holidays, students can work full-time or unlimited hours.

> Visit: www.immi.gov.au/students/students/working_while_studying/index.htm for further information about applying to work in Australia under your student visa.

> **Tax File Number (TFN)**

If you decide to work, you will be required to pay tax on your earnings in Australia. The amount you will pay is determined by how much money you earn during the financial year (1 July to 30 June) and the applicable rate of tax rate set by the Australian Government.

You will need to apply for a **tax file number (TFN)** after DIMA has granted you permission to work. This is a unique number issued to each taxpayer by the Australian Taxation Office (ATO).

Your Australian bank and employer will ask you to provide them with your tax file number when you open a new account or start a new job. If you do not provide them with this number, your bank will be required to tax your interest at almost 50% and your employer will be required to take almost 50% of your wages in tax.

> Visit: www.ato.gov.au for further information about paying taxes in Australia and to apply for a tax file number.

> **Finding a job**

While it is possible for students to find part-time work in Wollongong, this is not always an easy process. Competition from other students and local residents is high, so you will need to do quite a lot of research and submit lots of applications to increase your chances of finding a job. Many students also find part-time jobs in Sydney.

You will need to be careful to balance any part-time work with your commitments to University studies, as your first objective should be to complete your course successfully. Getting the right balance between work and study requires skill in time management. This is the case even more so if you are living in Wollongong and travelling to Sydney for part-time work. Full-time students at UOW typically need to devote at 48 hours per week to their studies, including attending lectures, formal classes and in private study, although you may need to spend more time than this to achieve good results.

You should also be flexible in the types of jobs you are prepared to do, as it is less likely that you will be able to find work related to your area of study. Typical part-time jobs taken by students are in the retail, services and hospitality sectors, for example in restaurants, shops and supermarkets, sales, call centres, deliveries etc. Rates of pay vary, however you could expect to earn around \$12 to \$20 per hour (before tax).

It is recommended that you seek assistance in developing the skills, particularly in resumé writing and interview technique, which will help you in finding a job. You may find that the styles and techniques expected by employers in Australia are very different than in your own country, and this applies even to part-time jobs. The UOW Careers Service conducts regular workshops on developing job-seeking skills, provides resumé-checking and other services.

Some resources for finding a part-time job are listed below:

> **UOW Careers Service**

Location: Lower ground floor, UniCentre (Building 17)

The UOW Careers Service offers advice on job hunting and maintains an online 'Job Board' of employment vacancies. You can register with the 'My JobAlert' service to receive regular notices about job opportunities as they arise.

> Visit: www.uow.edu.au/careers

> **The Job Shop**

Location: Ground Floor, UniCentre (Building 17)

Casual jobs for students in the Illawarra and surrounding regions are advertised on the Job Shop notice boards (these are regularly updated). Students may also advertise their services for tutoring, note taking etc. Staff can also give you advice about where to look for work in Wollongong.

> **The Internet**

The UOW Careers Service provides links to some of the most popular employment websites and further information to assist you with job-seeking on the internet.

> Visit: <http://www.uow.edu.au/careers/www/jobsearchAU.html>

> **Newspaper Advertisements**

Many employers in Wollongong advertise job vacancies in the classifieds section of the local 'Illawarra Mercury' newspaper. Sydney-based positions are usually advertised in the 'Sydney Morning Herald' or 'Daily Telegraph'. Most job advertisements are placed in the Saturday edition of each newspaper.

You may also find job advertisements in newspapers designed for visitors/local residents from your home country (e.g. the 'Thai Press', 'Singtao Chinese Newspaper' or 'Australian Chinese Newspaper').

> Visit www.mycareer.com.au and www.careerone.com.au to access online listings of vacancies advertised in major newspapers in Wollongong and Sydney.

IMPORTANT CONTACT DETAILS

UniAdvice (all prospective international student enquiries and admissions)
Email: uniadvice@uow.edu.au
Phone: +61 2 4221 3218 (International)
1300 367 869 (within Australia)
Fax: +61 2 4221 3233

UOW Study Abroad Office (all study abroad & exchange enquiries)
Email: studyabroad@uow.edu.au
Phone: +61 2 4221 3170 or +61 2 4221 5404
Fax: +61 2 4221 3499

Student Central (for enquiries from enrolled students)
Email: askuow@uow.edu.au
Phone: +61 2 4221 3927 (International)
Phone: 1300 275 869 (within Australia)
Fax: +61 2 4221 4322

Accommodation Services Office
Email: accomapp@uow.edu.au
Phone: +61 2 4221 5467 or +61 2 4221 5468
Fax: +61 2 4221 3797

Airport Meeting Service
Phone: +61 2 4221 5656

If you have been delayed and arrive at the airport outside of office hours (9am – 5pm Monday to Friday), you may contact Leisure Coast Limousines directly on 4261 7393.

USEFUL WEBSITES

University of Wollongong
> International site
> Study Abroad and Exchange Program
> Campus Map
> Accommodation Services
> Session and Key Dates
> Subject Descriptions
> Subject Timetables
> Student Services

www.uow.edu.au
www.uow.edu.au/future/international
www.uow.edu.au/future/studyabroad/
www.uow.edu.au/about/campusmap
www.uow.edu.au/about/accommodation/
<http://www.uow.edu.au/student/dates/index.html>
www.uow.edu.au/handbook/
www.uow.edu.au/student/timetables/
www.uow.edu.au/student/services/index.html

Department of Immigration and Multicultural Affairs (DIMA) (for student visa information)

www.immi.gov.au

Australian Quarantine and Inspection Service

www.aqis.gov.au

Australian Health Management (AHM) (OSHC provider)

www.ahm.com.au/oshc

Therapeutic Goods Administration (TGA) (for prescription medication details)

www.tga.gov.au

Tourism Australia

www.australia.com

New South Wales Tourism

www.sydneyaustralia.com and
www.visitnsw.com.au

Wollongong Tourism

www.tourismwollongong.com and
www.wollongongcity.com.au

Illawarra Mercury Newspaper
Sydney Morning Herald newspaper
The Australian Newspaper

<http://www.illawarramercury.com.au/>
www.smh.com.au
www.theaustralian.news.com.au

Lonely Planet Guidebooks

www.lonelyplanet.com

The University of Wollongong attempts to ensure that the information contained in this publication is correct at the time of production (September 2009), however, sections may be amended without notice by the University in response to changing circumstances or for any other reason. You should check with the University at the time of application/enrolment whether any later information is available
University of Wollongong CRICOS: 00102E