## CONTENTS

Welcome to O Week at UOW ................................................................. 2
Overview of Orientation Week .......................................................... 3
**Faculty and Services Sessions** .......................................................... 5
  Study Abroad and Exchange Student Information and Enrolment Session ........................................ 5
  Compulsory International Student Orientation—Part A .......................................................... 5
  Faculty of Informatics Pre Enrolment Session (International Students) ........................................... 6
  ILIP Information Session ................................................................. 6
The Graduate School of Business ......................................................... 7
  Faculty of Arts Postgraduate information session .......................................................... 7
International and Domestic Student Enrolment ......................................................... 8
  Faculty of Commerce Pre-enrolment Session (International Students) ........................................ 8
  Study Abroad and Exchange Orientation ......................................................... 8
  Faculty of Arts Orientation session .......................................................... 9
Discover your Library ................................................................. 9
  Postgraduate Coursework Students Evening ......................................................... 10
Illawarra Committee for International Students ......................................................... 10
  International and Domestic Student Enrolment ......................................................... 11
  Faculty of Commerce Information Session ......................................................... 11
Discover your Library ................................................................. 11
  Unicentre O-Week ................................................................. 12
Discover your Library ................................................................. 12
Compulsory International Student Orientation—Part B ......................................................... 12
Aussie Extravaganza ................................................................. 13
Student Sevices ................................................................. 13
  Discover your Library ................................................................. 13
**Other Faculty Information and Tutorial Enrolment** ......................................................... 14
  Faculty of Health and Behavioural Science ......................................................... 14
  Faculty of Law ................................................................. 14
  Faculty of Science ................................................................. 15
  Faculty of Creative Arts ................................................................. 16
  Faculty of Arts ................................................................. 16
  Faculty of Engineering ................................................................. 16
  Faculty of Commerce ................................................................. 16
Graduate School of Business ......................................................... 17
  ILIP Information Sessions ................................................................. 17
  Faculty of Informatics ................................................................. 18
Map ................................................................. 20

Please be aware that this document was correct at the time of printing. You should refer to the Orientation to UOW page at http://www.uow.edu.au/student/orientation/index.html for the latest updates.
Orientation is your introduction to the Wollongong campus and university life in general. It involves a variety of activities and presentations designed to allow you to familiarise yourself with staff and faculties, meet fellow students, finalise your enrolment, ask questions and have some fun!

Faculty Orientations involve activities designed to help you become familiar with the different styles of teaching and learning expected of students at university. Orientations Sessions run by other organisations on campus are designed to introduce you to the social and recreational side of university life. During O Week, you can also get information about resources and faculties, including the university libraries, computer labs and student services such as course and careers advice, counselling, housing, health and finance.

**BY THE END OF O WEEK YOU SHOULD KNOW:**

- Where your Faculty is located
- Where to go if you need help organising your subjects or picking your classes
- How to organise your tutorial enrolment
- Where Student Central is located and what assistance they can offer
- What SOLS is and what you can use it for
- What additional support services are available for students
- Where the Library is
- Where the UniCentre is located and what membership means for you
- What's on offer socially at UOW
- Who WUSA & WUPA are, what services they provide and what benefits membership may have
- Where URAC is and what membership means for you
- What ILIP is and how to complete it

We encourage you to attend the Faculty Information Sessions and the full variety of activities scheduled throughout the week.

**YOU CAN ALWAYS FIND ADDITIONAL INFORMATION AT THE FOLLOWING SITES**

- Library ([www.library.uow.edu.au](http://www.library.uow.edu.au))

**FIRST YEAR AT UOW**

First year at university is an exciting experience, but it can also be quite a shock for many new 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 students in their first year at UOW to settle in, 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/](http://www.uow.edu.au/student/services/fye/)
**OVERVIEW OF ORIENTATION WEEK**

Refer to the table below for an overview of what’s on during Orientation Week. For further information, including the times and locations, please refer to the appropriate section of this booklet.

**SPRING ORIENTATION OVERVIEW 2008**

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<tbody>
<tr>
<td>Study Abroad and Exchange Student Information and Enrolment Sessions. 9.00am McKinnon Building Foyer (Building 67)</td>
<td>International and Domestic Student Enrolment See the Acceptance &amp; Enrolment Pamphlet for Enrolment Times</td>
<td>International and Domestic Student Enrolment See the Acceptance &amp; Enrolment Pamphlet for Enrolment Times</td>
<td>Discover your Library From 2pm Sessions held in the Library</td>
<td>International Student Orientation Part B Compulsory 9.15am—11.30am Hope Theatre Building 40</td>
</tr>
<tr>
<td>Faculty of Informatics Pre-enrolment Information Session for all New International Informatics Students 1.30pm-2.30pm Building 14.001</td>
<td>Study Abroad &amp; Exchange Orientation 10am -1pm Compulsory Hope Theatre Building 40</td>
<td>UniCentre Promotions, Free Student Diaries, VIP Membership, UniCrew Recruitment, plus Stalls &amp; Freebies 10.00am-3.00pm Building 17 Come back for more on Wed 23 July with Clubs &amp; Societies Day, Entertainment, Games &amp; Activities</td>
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<tr>
<td>Graduate School of Business Information Session 1.30pm-5pm McKinnon Building Building 67 Room 101</td>
<td>Free sausage sizzle by WUSA 12 Noon Duck Pond Lawn</td>
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<tr>
<td>ILIP Information Session (International Students) 1:30-2:30pm Sessions to be held in Lab 1 Library</td>
<td>Faculty of Arts Internal Orientation Session 12.15pm – 3.30pm Building 19 Arts Courtyard</td>
<td>Discover Your Library From 11.00am Sessions held in the Library</td>
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<tr>
<td>Faculty of Arts Postgraduate Coursework Students Session 2.00pm Building 19 Room 1003</td>
<td>Discover Your Library From 3.00pm Sessions held in the Library</td>
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<td></td>
<td>Postgraduate Coursework Student Evening 6.30pm – 7.30pm McKinnon Building 67 Domestic students only</td>
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**NOTE**: Collect your FREE Unicentre Diary from the VIP ZONE Building 11 AVAILABLE DAILY

**HIGHER DEGREE RESEARCH STUDENT ORIENTATION**

The Higher Degree Research Student Orientation will be held on Wednesday 23 July. For more information please contact Mari Dwarte, HDR Student Events Officer on + 61 2 4221 5454, by email mdwarte@uow.edu.au or visit www.uow.edu.au/research/rsc/news/index.html
Welcome to the University of Wollongong. It is a University of international standing with an enviable record of achievement in teaching and research.

Our students and staff come from diverse backgrounds, many from overseas. They share a culture that respects openness, inclusiveness, collegiality and diversity. I am proud of our talented, motivated and energetic staff, many of whom are leaders in their field nationally and internationally.

We provide a real focus on the student experience. We understand that students come to us, each with an individual dream:
- to learn about and reach beyond their field of interest
- to explore many different experiences that will help them choose their future directions
- to meet others and enjoy a very special time in their lives.

We recognise that students learn in many ways, from formal teaching settings, to research in libraries and laboratories, from other students and from the many cultural, recreational and artistic activities that are available to members of the University community.

Our aim is to nurture quality graduates who are experts in their fields and who can work anywhere in the world. Above all, we are looking to produce mature well-rounded individuals who will return a contribution to society and be tomorrow’s leaders.

In the 2007 Australian Good Universities Guide, the University of Wollongong achieved an impressive maximum of five stars in seven of the independent Guide’s key categories. It enjoys five star ratings for (1) Positive graduate outcomes; (2) Getting a Job; (3) Graduate starting salary; (4) Educational experience: overall satisfaction; (5) Educational experience: generic skills; (6) Educational experience: overall experience; and (7) Staff qualifications. In 2006, the University of Wollongong also won the Times Higher Education Supplement inaugural award of “Commonwealth University of the Year”. In receiving this award, the university was recognised as exceeding all higher education institutions in the Commonwealth excluding those from the UK.

We are delighted that you have chosen to study at our University and wish you a productive, successful and enjoyable time.

Gerard Sutton
Vice-Chancellor
STUDY ABROAD AND EXCHANGE STUDENTS
INFORMATION AND ENROLMENT SESSIONS

MONDAY 14TH JULY 2008

TIME: 9.00AM
VENUE: MCKINNON BUILDING FOYER BUILDING 67

Compulsory registration and information sessions for new Study Abroad and Exchange students will be held on Monday, 14 July 2008 in the McKinnon Building (Building 67). Registration will be held in the foyer and will commence at 9.00am. Information sessions will be held throughout the day in the McKinnon Building (Room 107). Enrolment for Study Abroad and Exchange students will be held on the afternoon of Monday, 14 July 2008. More information regarding the enrolment time and process will be provided during the information sessions on Monday morning.

Attention: Students!

As you will be taking classes offered by the UOW Faculties, don’t forget to come to your faculties Orientation Program days. These are located between pages *insert page numbers*

COMPULSORY INTERNATIONAL STUDENT ORIENTATION - PART A

MONDAY 14TH JULY 2008

Time: 9.15AM – 2.30PM
Venue: UNIVERSITY HALL, BUILDING 11

This session includes enrolment information.

Attendance is compulsory for all international students – an attendance roll will be taken.

Lunch will be provided. This session also includes attendance at faculty information sessions after lunch.

PART B will be held on Friday 18th July from 9:15am – 2:00pm in the Hope Theatre Building 40.
FACULTY OF INFORMATICS PRE-ENROLMENT INFORMATION SESSION FOR ALL NEW INTERNATIONAL STUDENTS

MONDAY 14TH JULY

TIME: 1:30PM – 2:30PM

All students enrolling in degrees in the Faculty of Informatics and the Faculty of Engineering are encouraged to attend. Academic staff will advise you on your choice of subjects and introduce you to key staff members.

Undergraduate Degrees include:
- Bachelor of Computer Science
- Bachelor of Engineering (Computer, Electrical or Telecommunications Engineering)
- Bachelor of Information Technology
- Bachelor of Information Systems
- Bachelor of Internet Science and Technology
- Bachelor of Mathematics
- Bachelor of Mathematics (Advanced)
- Bachelor of Mathematics and Economics
- Bachelor of Mathematics and Finance
- All Dean's Scholars for these degrees

Postgraduate Coursework Degrees include:
- School of Electrical, Computer and Telecommunications Engineering:
  - Graduate Diploma in Internet Technology
  - Master of Engineering Studies
  - Master of Internet Technology
- School of Computer Science and Software Engineering:
  - Master of Computer Science
  - Master of Computer Science (Advanced)
  - Master of Computer Studies
- School of Information Systems & Technology:
  - Master of Health Informatics
  - Master of Industry – based Information Technology
  - Master of Information and Communication Technology
  - Master of Information and Communication Technology (Advanced)
  - Master of Information Technology Management
  - Master of Information Systems
  - Master of Information Systems Advanced
  - Graduate Certificate in Information and Communication Technology
  - Graduate Certificate in Information Systems
  - Graduate Diploma in Information Systems and Technology
- School of Mathematics and Applied Statistics:
  - Graduate Diploma in Statistics
  - Master of Financial Mathematics
  - Master of Mathematics
  - Master of Statistics

ILIP INFORMATION SESSION

MONDAY 14TH JULY

TIME: 1:30PM
VENUE: LAB 1, LIBRARY

This is a session for International Students. ILIP sessions will be held for Domestic students during Week 1 of session on Tuesday, Wednesday and Thursday (22-24 July) at 12:30pm.
THE GRADUATE SCHOOL OF BUSINESS
INFORMATION SESSIONS

MONDAY 14TH JULY

TIME: 1:30PM – 5:00PM
VENUE: BUILDING 67 ROOM 101.

All Graduate School of Business students should attend the School orientation.

1.30 pm – 2.30 pm  Introduction to your study
Welcome from the Dean
Key contacts including Course Convenors and administrative staff
Program of study for your course
Overview of key academic matters such as: credit for previous studies, leave of absence, minimum attendance requirements and academic progress
Subject delivery within your program
Internet and email access for students
General information regarding campus security and ordering of textbooks

2.30 pm – 3.00 pm  Afternoon tea
Afternoon tea to meet fellow students and Graduate School of Business staff

3.00 pm – 5.00 pm  Academic skills development workshop
Writing for academic success
Planning for assessment tasks and meeting marking criteria
Styles of writing including: essays, reports, case studies, examinations
Using your research effectively; evaluating and critically reading research material and using research as evidence to support ideas
Harvard Referencing System

Degrees include:
- Doctor of Philosophy
- Doctor of Business Administration
- Master of Business Administration
- Master of Business Administration (Advanced)
- Master of Business Coaching
- Master of International Business
- Master of Management
- Master of Project Management
- Master of Retail Management
- Master of Science (Logistics)
- Graduate Diploma in Business Administration
- Graduate Certificate in Business
- Graduate Certificate in Business Administration
- Graduate Certificate in International Business
- Graduate Certificate in Logistics
- Graduate Certificate in Management

FACULTY OF ARTS POSTGRADUATE COURSEWORK STUDENTS INFORMATION SESSION

MONDAY 14TH JULY

TIME: 2.00PM
VENUE: ROOM 19.1003

On Monday 14th July, from 2pm, the co-ordinators of our Postgraduate Coursework degrees will be available to answer your questions and advise you on your subject choices. All students enrolling in Postgraduate coursework degrees in the Faculty of Arts are encouraged to attend.
INTERNATIONAL AND DOMESTIC STUDENT ENROLMENT

TUESDAY 15TH JULY

Please refer to your Acceptance and Enrolment pamphlet for information regarding the enrolment venue and the arrival time for enrolment. You should arrive at the time indicated for your degree so that you have sufficient time to collect your enrolment package and move on to the relevant venue. www.uow.edu.au/student/admission/index

FACULTY OF COMMERCE INTERNATIONAL STUDENT PRE-ENROLMENT INFORMATION SESSION

TUESDAY 15th JULY
TIME: Postgraduate Students – 9.00 am to 10.00 am
Undergraduate Students – 10.30 am to 11.30 am
VENUE: BUILDING 67 ROOM 107

The sessions will each last for approximately one hour. You should arrive at the venue at least 5 minutes prior.

Undergraduate Degrees:
- Bachelor of Business Administration
- Bachelor of Business Administration (Hospitality)
- Bachelor of Business Administration (Event Management)
- Bachelor of Business Administration (Tourism)
- Bachelor of Business Administration (Dean’s Scholars)
- Bachelor of Commerce
- Bachelor of Commerce (Dean’s Scholars)
- All Commerce double degrees

Postgraduate Degrees
- Graduate Certificate in Commerce
- Master of Commerce
- Master of Professional Accounting
- Master of Accountancy
- Master of Applied Finance
- Master of Strategic Human Resource Management
- Master of Strategic Management
- Master of Strategic Marketing
- Master of Strategic Management and Marketing
- Master of Strategic Human Resource Management and Master of Strategic Marketing
- Master of Strategic Management and Master of Strategic Marketing
- Master of Strategic Management and Master of Strategic Marketing
- Master of Strategic Management and Marketing

STUDY ABROAD & EXCHANGE ORIENTATION

TUESDAY 15TH JULY

TIME: 10:00am – 1:00pm
VENUE: HOPE THEATRE BUILDING 40

This Compulsory Session will include the collection of Student ID Cards & Tutorial Enrolment Information.
FACULTY OF ARTS ORIENTATION SESSION

TUESDAY 15TH JULY

TIME: 12:15pm – 3:30pm
VENUE: BUILDING 19, ARTS FACULTY COURTYARD

ARTS & BCMS UNDERGRADUATE ORIENTATION SESSION

Starting a BA or BCMS? Confused by the timetable? Wondering how to use SOLS or enrol into tutorials? Come along, ask questions and get answers. Meet academic staff and begin to explore the campus from an Arts point of view. And don’t forget to join the Faculty of Arts Student and Staff Association (FASSA) http://www.clubs.uow.edu.au/websites/fassa/ while you’re there!

PROGRAM: Tuesday 15th July 2008 from 12.15pm, starting in the Arts Faculty Courtyard (building 19)

12:15 – 1:15 Arts Faculty O Week BBQ and Student and Staff Welcome in the Arts Faculty Courtyard (building 19). All new Arts Undergraduates and Post graduates are welcome. Drinks and Nibbles are provided.

1:15 – 1:45 Formal Welcome by the Dean, Faculty staff and student reps from FASSA (Faculty of Arts Student & Staff Association) in 19.G016

1:45 – 2:30 This session aims to familiarise students with the on-line tutorial enrolment process; the timetable; UOW on-line student systems; web & internet access; degree rules + lots more.

2:30 – 3:00 Learn more about Study Abroad, FASSA, Centre for Student Development (CSD). 3:00 – 3:30 Campus Tours (optional)

DISCOVER YOUR LIBRARY

TUESDAY 15TH JULY

TIME: SESSIONS BEGINNING 3:00pm
VENUE: MEET AT LIBRARY FOYER, BUILDING 16, FOR SESSIONS

Program: Start Smart Tour: Meet in the Library foyer 3pm (Tour lasts 40 minutes)

Find your feet quickly and easily. Learn more during this walk and talk session. With our extensive resources, much-loved computers and comfortable new study spaces, you’ll be spending a lot of time here!

Program: Start Smart: Technology – Meet in the Library foyer 3.45pm (Session lasts 30 minutes)

Get to know our computers – where they are, what you can use them for, and how to make the most of them. Learn how to get help online and use wireless technology to connect your laptop in the Library.
POSTGRADUATE COURSEWORK STUDENT EVENING

TUESDAY 15TH JULY

TIME: 6:30PM– 7:30 PM
VENUE: MCKINNON BUILDING - BUILDING 67

The evening is designed especially for Postgraduate Coursework Students. Postgraduate Students are encouraged to attend to find out about the:

Library – Find out how the Library can support your postgraduate study at UOW. Get information on ILIP, accessing resources and getting help from expert staff.

Student Central – Learn about our one-stop service centre for all Student Administration matters including fees payments, Academic Consideration, Study Abroad and Accommodation Services.

Student Online Services (SOLS) – Get more information about SOLS! SOLS is where you enrol and withdraw from subjects, check your results, get fees information, manage personal details and a range of other services.

Students will also get the chance to meet university staff and other postgraduate coursework students.

Wollongong University Postgraduate Association

WUPA is a student organisation which protects postgraduate student interests. We help students with academic grievances, provide a Resource Centre and arrange a variety of social activities.

For more information on what WUPA does for you, see www.uow.edu.au/wupa/membership

WUPA Building 116 Northfields Ave. University of Wollongong Ph 02 4221 3326

ILLAWARRA COMMITTEE FOR INTERNATIONAL STUDENTS (ICIS)

ICIS is a committee made up of local community members and international students. The coordinator of ICIS is based in Building 11, lower ground floor opposite the medical centre. ICIS offers support to international students and their families by:

- Operating a Friendship Program which links international students and members of the local community for cross cultural friendship with opportunities for social interaction at Picnics and barbeques.
- Provision of low cost sightseeing trips.
- Conduct of an English Conversation Group (English Corner) where light refreshments are provided and the atmosphere is friendly and supportive.
- Provision of Department of Fair Trading multi lingual DVDs and Handouts which contain information about customer rights such as tenancy (renting) purchasing a car, borrowing money, and lots more.
- Offering opportunities to interact with other groups (Community Linking) and acting as guest speaker at Clubs and Societies.

Phone: 4221 3158
email: icis@uow.edu.au
INTERNATIONAL AND DOMESTIC STUDENT ENROLMENT

WEDNESDAY 16TH JULY

Please refer to your Acceptance and Enrolment pamphlet for information regarding the enrolment venue and the arrival time for enrolment. You should arrive at the time indicated for your degree so that you have sufficient time to collect your enrolment package and move on to the relevant venue.

www.uow.edu.au/student/admission/index

FACULTY OF COMMERCE INFORMATION SESSION

WEDNESDAY 16TH JULY

TIME: 10.30 – 11.30am
VENUE: Hope Theatre (Building 40)

This is a general information session and introduction to the faculty. The session will last for approximately one hour. You should arrive at the Hope Theatre Foyer (Building 40) at least 5 minutes prior to the starting time.

ORIENTATION BBQ
Faculty of Commerce Orientation FREE BBQ 11:30am - 12:30pm (paved area out the front of Hope Theatre Building 40)

NOTE: Commerce Tutorial Preference Enrolment HELP will be available Tuesday & Thursday from 10.30am - 2pm, Wednesday 11.30am - 3.30pm @ the Commerce Student Computer Laboratories, Building 40, 2nd Floor. Students are advised to take a virtual orientation tour prior to O Week:
www.uow.edu.au/commerce/orientation

DISCOVER YOUR LIBRARY!

WEDNESDAY 16TH JULY 2008

TIME: SESSIONS BEGINNING 11:00am
VENUE: MEET AT LIBRARY FOYER, BUILDING 16, FOR SESSIONS

Program: Start Smart Tour: Meet in the Library foyer 11am (Tour lasts 40 minutes)
Find your feet quickly and easily. Learn more during this walk and talk session. With our extensive resources, much-loved computers and comfortable new study spaces, you’ll be spending a lot of time here!

Program: Start Smart: Technology – Meet in the Library foyer 11:45am (Session lasts 30 minutes)
Get to know our computers – where they are, what you can use them for, and how to make the most of them. Learn how to get help online and use wireless technology to connect your laptop in the Library.
UNICENTRE O WEEK

WEDNESDAY 16TH JULY 2008

Program: UniCentre O-Week Promotions - 10.00 – 3.00pm building 17
Get down to where it’s all happening during O-week to check out the latest. Find out What’s On and how to Get Involved during your time at the University of Wollongong. Pick up a copy of the FREE Student Diary, Sign up to be a VIP member for heaps of savings, Join UniCrew to skill up and don’t miss the promotional Stalls for great offers and freebies.

Please Note: Wednesday 26th July 2008
Program: UniCentre First Week Back Festival - 10.00 – 3.00pm Duck Pond Lawn & UniBar
Come back for more on Wednesday 23rd July and Join the hive of activity on the Duck pond Lawn and surrounds with Clubs & Societies Day, Games, Activities and Live Entertainment at the UniBar with UnPlugged Music.

DISCOVER YOUR LIBRARY

THURSDAY 17TH JULY 2008

TIME: SESSIONS BEGINNING 2:00pm
VENUE: MEET AT LIBRARY FOYER, BUILDING 16, FOR SESSIONS

Program: Start Smart Tour: Meet in the Library foyer 2pm (Tour lasts 40 minutes)
Find your feet quickly and easily. Learn more during this walk and talk session. With our extensive resources, much-loved computers and comfortable new study spaces, you’ll be spending a lot of time here!

Program: Start Smart: Technology – Meet in the Library foyer 2.45pm (Session lasts 30 minutes)
Get to know our computers – where they are, what you can use them for, and how to make the most of them. Learn how to get help online and use wireless technology to connect your laptop in the Library.

COMPULSORY INTERNATIONAL STUDENT ORIENTATION - PART B

FRIDAY 18TH JULY

Time: 9.15am – 2.00pm
Venue: HOPE THEATRE (BUILDING 40)
This session includes visa information.
Attendance is compulsory for all international students – an attendance roll will be taken.
In addition to attending the above COMPULSORY Orientation session, all international students are encouraged to attend the Faculty Information Sessions which are scheduled throughout the entire week. See the timetable of events in O Week (page 3).
AUSSIE EXTRAVANZA

FRIDAY 18TH JULY

Time: 11am – 1:30pm
Venue: University Recreation and Aquatic Centre, Building 13

Come join the fun, freebies and the festival with a taste of Australia.

Free BBQ  Free Swimming – Squash – Badminton  Free Soccer Competition

Student Expo:
- Symbio Wildlife Mobile Zoo
- STA Travel, National Australia Bank
- Wollongong City Life Guards Beach Safety
- Police, Fire Brigade
- UOW Badminton Club and Dance Club
- Pines surf Academy and many more exhibits

Lucky door prizes – Competitions – Prizes – Give Aways. All students are welcome.

www.urac.com.au  (Ph) 4221 4700

STUDENT SERVICES

Student Services provides a range of services and programs to assist students. Student Services consists of:

- Careers Service: 11.lower ground floor, 4221 3325
- Learning Development: 19.G102, 4221 3977
- First year and Transition Programs: 11.level 3, 4221 5588
- Counselling Service: 11.level 3, 4221 3445
- Disabilities Service: 11.level 3, 4221 4942

Student Equity and Diversity Officers: located in Faculties.

DISCOVER YOUR LIBRARY

Start Smart at your Library! We are your partner in learning, and providing access to half a million books is only the beginning. Use our online orientation program and learn everything you need to know about the Library. Starting smart means accessing the resources and services you need, studying more effectively, working smarter and getting better results.

Need to find your way around? Let us show you! Want to learn more about access to computers and other technology? We can help you! Just want to do well? Find out how to get the resources you need to excel in your assignments and throughout your university studies! Visit our website and check the options for quick and easy Library orientation. Try an online tour of the Library building or website; work through our tailored information for new students and get help as you need it. Make time for Start Smart: Tour and Start Smart: Technology sessions in O Week and learn the basics quickly and easily.

Find out more…

> Look for the Start Smart link on the Library homepage: www.library.uow.edu.au
> Check this Guide for full details of Tour and Technology sessions
> Ask us! In person, online via Chat or Email, or by telephone: 02 4221 3548

www.library.uow.edu.au
Some Faculties have tutorial and practical enrolments via the internet. Details are listed below. If your Faculty is not listed below you will need to contact them directly to find out about your tutorial and practical enrolment procedures.

**FACULTY OF HEALTH AND BEHAVIOURAL SCIENCES**

The Faculty of Health and Behavioural Sciences has a limited mid-year intake of enrolments in some courses. Academic Advisors will be available on enrolment day to discuss subject choices with enrolling students. Please check the Enrolment Guide booklet for details, or ask staff for assistance on enrolment day.

Students who are already enrolled or planning to enrol in subjects from our Faculty may need to enrol in tutorial and/or practical classes. Information on how to do so varies between Schools as follows: School of Health Sciences subjects (prefix BEXS, BMS, BND, EDUP, GHMA, GHMD POP) – Please consult the School of Health Sciences in Bld 41, Rm 207 or phone the School on 4221 3463.

School of Nursing, Midwifery and Indigenous Health subjects (prefix NMIH,NURS, GHMB) – students are required to submit tutorial preference forms and will be allocated to a tutorial group. Please check specific information on the e-Learning space for each subject. If you are having difficulty with this process, please contact Peter Thomas on 4221 3229 or peter_thomas@uow.edu.au.

School of Psychology subjects (prefix PSYC, GHMC) – students enrol themselves in tutorial groups via SOLS. The system will be open for Spring tutorial enrolments on Mon 14th July. All technical difficulties with SOLS should be referred to ITS on 4221 3775. All difficulties with gaining a place in a tutorial class should be directed to the Subject Coordinator. This information can be found at https://sols.uow.edu.au/owa/sid_CAL_USERCALENDARSELECTSCREEN.

Note that some degrees within the Faculty of Health & Behavioural Sciences require subjects that belong to other Faculties. Please refer to the relevant Faculty entry for information on how to complete tutorial or practical classes for these subjects. For assistance with any student issues, please contact HBS Central on 4221 3492, or visit us on Level 1 of Bld 41.

**FACULTY OF LAW**

**Master of Laws (International & Comparative)**

For academic advice please visit the Faculty of Law Administration Office, Building 67, Level 2, Room 239.

**Seminar Class Enrolment**

Students enrolled in any subjects offered by the Faculty of Law will be required to nominate seminar preferences on-line via “Student OnLine Services” (SOLS), prior to the commencement of session. Please note that you MUST be enrolled in the subject before you can nominate seminar preferences.

Before you access SOLS to nominate your seminar preferences, you should:

1. Read the information on nominating seminar preferences in the ‘Faculty News’ section on the Faculty of Law website (http:// www.uow.edu.au/law); and
2. Check the timetable for any changes.

**Centre for Transnational Crime Prevention (CTCP)**


Student Enrolment: Tuesday 15 July 08. Your enrolment process begins in the foyer of the McKinnon Building (building 67) at 9.30am for all CTCP courses, please meet at CTCP/LAW banner.

For academic advice please visit CTCP Administration, Building 39A, Level 1.

**Australian National Centre for Ocean Resources & Security (ANCORS)**

For academic advice please visit ANCORS Administration, Building 39C, Level 3.
FACULTY OF SCIENCE

Bachelor of Science (Biological Sciences, Chemistry, Geology, Geosciences, Human Geography, Land and Heritage Management, Physical Geography)

Bachelor of Science (Honours) Advanced Program

Double degrees administered by the Faculty of Science:

Bachelor of Science - Bachelor of Arts
Bachelor of Science - Bachelor of Commerce

* Double-degree students should seek advice on subject selection from Academic Advisors in both Faculties, however students in double-degrees owned by other Faculties obtain final approval for their degree programs from the relevant Associate Dean / Sub-Dean / Course Coordinator of the owning Faculty.

For general information, assistance and academic advice, visit the Faculty of Science Office, Building 41, Room 258 or telephone (02) 4221 3530. A Faculty of Science Students’ Guide is available at the Faculty Office free of charge on request. The Faculty of Science website is http://www.uow.edu.au/science/

Practical Class Enrolment

Students enrolled in 100-level Spring Session Science subjects (Biology, Chemistry and Earth and Environmental Sciences) must register for a practical class time through SOLS on the University's Current Students website: http://uow.edu.au/student/ before the CLOSING DATE given below. Please note that this site cannot be accessed until 24 hours after your on-line subject enrolment has been completed, so you cannot complete practical class enrolment on Enrolment Day. Enrolment in practical classes may be done from any computer connected to the Internet or at a University computer, e.g. the student computer facilities in Building 17 or in the Library. You are required to log on to SOLS with your user account name and password, which you will receive on your enrolment day. If you select “Tutorial Enrolment” from the main SOLS menu the Tutorial/Practical enrolment information for your subjects will automatically appear.

Each subject usually requires two or three 1-hour lectures (at fixed times), one 2 or 3 hour practical class (chosen to fit your timetable from a number of classes offered) and some subjects have one 1-hour tutorial.

Attendance at one practical class per week for each Science subject is compulsory. For assistance with your

Practical Class enrolment, please contact the appropriate member of staff listed below:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Staff</th>
<th>Phone or email</th>
<th>Room</th>
<th>Closing date Online system</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL103</td>
<td>Christine McComb</td>
<td><a href="mailto:mccomb@uow.edu.au">mccomb@uow.edu.au</a> 4221 3366</td>
<td>First Year Biology Lab Bldg 42, Room 101</td>
<td>Mon 28th July</td>
</tr>
<tr>
<td>CHEM102</td>
<td>Roger Kanitz</td>
<td><a href="mailto:rkanitz@uow.edu.au">rkanitz@uow.edu.au</a> 4221 3232</td>
<td>First Year Chem Lab Bldg 41, Room 340</td>
<td>Sun 20th July</td>
</tr>
<tr>
<td>EESC102</td>
<td>Wendy Weeks (Mon-Weds)</td>
<td>4221 3721</td>
<td>School Office Bldg 41, Room G12</td>
<td>Sun 20th July</td>
</tr>
<tr>
<td></td>
<td>Denise Alsop (Thurs-Fri)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EESC104</td>
<td>Wendy Weeks (Mon-Weds)</td>
<td>4221 3721</td>
<td>School Office Bldg 41, Room G12</td>
<td>Sun 20th July</td>
</tr>
<tr>
<td></td>
<td>Denise Alsop (Thurs-Fri)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: After the close of online registration, contact the above staff for enrolment in practical classes for these subjects.

Tutorials

BIOL103: This subject does not have a tutorial.

CHEM102: You can attend any tutorial listed in the timetable for this subject.

EESC102: This subject includes a 1 day field tutorial instead of weekly tutorials.

EESC104: This subject does not have a tutorial.
FACULTY OF CREATIVE ARTS
The Faculty of Creative Arts will hold a welcome and information session for postgraduate coursework and research students on Wednesday 23 July 2008. Details will be sent separately to new students.
For more information please contact Olena Cullen on telephone 02 4221 4324.

FACULTY OF ARTS
Many Arts 100-level subjects have online tutorial enrolment. Once students are enrolled in a subject, they can enrol in their preferred tutorial after 7pm on the following dates:

School of English Literatures, Philosophy and Languages subjects
Opens Wednesday 16 July 2008

School of History and Politics subjects
Opens Thursday 17 July 2008

School of Social Sciences, Media and Communication subjects
Opens Friday 18 July 2008
For information on how to enrol:

For further information, updates and a list of subjects which will have online tutorials:

FACULTY OF ENGINEERING
Please contact the Faculty of Engineering for tutorial enrolment information for 1st year engineering subjects.

FACULTY OF COMMERCE
Tutorial Sign Up
Commerce Tutorial Preference System (TPS)
UOW Campus Only
TPS is an online Tutorial Preference System; TPS is used to allocate students into tutorial, laboratory, workshop and seminar classes for subjects on offer by the Faculty of Commerce.

Accounting & Finance
Economics
Management & Marketing
After enrolment, students select from the class times (as provided) the ones they would prefer as well as times they wish to avoid (by entering your availability). TPS is not a first come/first served system.
You will need to be officially enrolled before you can access the tutorial system. Access & further information can be obtained by visiting: http://www.uow.edu.au/commerce/tutenrol/index.html

Important Dates: Spring Session 2008
Preference Mode Opens: 10am Monday 7th July
Preference Mode Closes: 8pm Thursday 17th July
View Preference Allocations: 4pm Friday 18th July
Adjust or Select New Class Times: 10am Monday 21st July
GRADUATE SCHOOL OF BUSINESS

Some Graduate School of Business subjects (TBS prefix) have a one hour tutorial class scheduled; for details see timetable at http://www.uow.edu.au/gsb/timetables/index.html

Once you have enrolled in your subject/s for Spring session via SOLS (Student Online Services), you can enrol in your tutorial class/es from Wednesday 16 July, 8 pm. Tutorial enrolments are also processed via the SOLS (http://www.uow.edu.au/student/). A limited number of tutorial classes may be available, however the GSB ensures that there are sufficient tutorial class places to accommodate all enrolled students.

It is essential to enrol in a tutorial class as GSB’s policy requires students to attend at least 80% of lectures and tutorials to be eligible to pass a subject. Spring session tutorial enrolments close on 3 August 2008.

Further details regarding the GSB tutorial enrolment process, please visit the website http://www.uow.edu.au/gsb/timetables/index.html or telephone our office on +61 2 42 21 3751.

ILIP INFORMATION SESSIONS

Make the most of the Library with specialised information literacy training. ILIP will teach you how to make best use of available resources and gain the research skills you need. Get started on this compulsory program with help from our friendly staff. ILIP Information classes will be run - check the Library homepage for details.

ILIP

>>Information Literacies Introductory Program

Make the most of the Library with specialised information literacy training. ILIP will teach you how to make best use of available resources and gain the research skills you need.

This online course is compulsory for all new UOW undergraduate students and all postgraduate coursework students who have not completed ILIP in the past five years.

Come to a class in Week 1 and get started with help from our friendly staff. See page 6 for details.

FOR MORE INFORMATION: Email: ilip@uow.edu.au
or check online at: www.library.uow.edu.au
Once you have enrolled in your subjects, you can enrol in tutorials/labs/seminars as follows:

**School of Computer Science and Software Engineering (SCSSE) subjects; AND School of Information Systems and Technology (SISAT) subjects:**

Tutorial, workshop & computer laboratory sign-up for subjects within SISAT and SCSSE will occur from the 7th July 2008, staggered from 8pm (20:00), using the SMP Online Tutorial system via SOLS (http://www.uow.edu.au/student/). Details of specific opening times are available on SOLS.

Tutorial sign-up for SISAT and SCSSE subjects (i.e. subjects that have a prefix of: CSCI, IACT, ISIT, ITCS, BUSS) will be possible one day after you have enrolled into the subject.

SOLS Online will display all of the SISAT and SCSSE subjects in which you are officially enrolled and any other non-SISAT and non-SCSSE subjects (e.g: Law, Arts, Commerce) but only if these subjects use SOLS Online. All SISAT and SCSSE tutorials, workshops & computer laboratories commence in week 2 of session (unless otherwise advised). Lectures commence from the first week.

**School of Mathematics and Statistics (SMAS) subjects:**

Tutorial sign-up for most subjects offered by SMAS occur via the SMP Online Tutorial system on SOLS (http://www.uow.edu.au/student/). Details of specific opening times are available on SOLS. NOTE: For those subjects not listed on SOLS, you will receive details of tutorial enrolments in the first week of lectures.

Tutorial sign-up for SMAS subjects (i.e. subjects with a prefix of MATH or STAT) will be possible one day after you have enrolled into the subject if tutorial enrolment for that subject is already open in SOLS.

SOLS Online will display all of the SMAS subjects in which you are officially enrolled and any other non-SMAS subjects (eg: Computer Science, Arts, Commerce) but only if these subjects use SOLS Online. Most SMAS tutorials commence in week 2 of session (unless otherwise advised). Lectures commence from the first week.

**NB: For the School of Mathematics and Statistics (SMAS) subjects, the School of Computer Science and Software Engineering (SCSSE) subjects, and the School of Information Systems and Technology (SISAT) subjects the following applies:**

You are only permitted to enrol into one tutorial, workshop or computer laboratory group at a time, you must withdraw from a group if you want to enrol in another group (e.g. if you are in Tutorial A and want to move to Tutorial B, you must firstly withdraw from Tutorial A). When you withdraw from a subject, you are automatically withdrawn from its associated tutorial, workshop or computer laboratory.

You should consult with the subject coordinator for matters related to tutorials, workshops or computer laboratories.

**School of Electrical, Computer and Telecommunication Engineering (SECTE) subjects:**

You can enrol one or two days after you have enrolled in the subject. To do this, go to: http://www.elec.uow.edu.au/enrolment/ under the heading "Choose a Tutorial or Laboratory Class".

Select the class in which you wish to enrol from the list provided and then click on the ‘View’ button. This will display a timetable of available classes and how many spaces are available in each class. Select your desired class time by clicking on the link. At this point you will be requested to type in your student identification number. This number will be checked against the School’s database, and if found, you will be enrolled into the class. Otherwise, you will receive an error message that indicates that you may already be enrolled in a class for this subject, or you are not known to this system. **NOTE:** It might take 2-3 days from the date you enrolled in the subject on SOLS before this system will recognise you!

After you have enrolled in a class, if you realize that you have created a clash and wish to change your enrolment, send an email with your student number the ‘subject’ field, to info@elec.uow.edu.au and the changes you wish to make in the body of your e-mail message. If you have problems with the Class Enrolment System you should Email: webmaster@elec.uow.edu.au. For general enquiries about SECTE subjects, such as laboratory/tutorial/lecture times, you should email: info@elec.uow.edu.au. For subjects other than those offered by SECTE, you need to refer to the relevant School.
**IMPORTANT:** In any email sent, make sure you include your full name, student number, your Email address and the subject in question or it could be impossible for us to help you.

**Help with the SMP Online Tutorial system**

Further information can be found at the SMP Online Tutorial Help Page (http://www.uow.edu.au/student/tps/SMPOnlinetut.html). If you need assistance with the SMP Online Tutorial System, please email SMP Support or contact SMP Support on 4221 5423.

**NOTES**

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