START PREPARING
Pre-Departure Guide for international students

START PREPARING FOR LIFE AS A CURTIN STUDENT

Make tomorrow better. sydney.curtin.edu.au
WELCOME TO CURTIN UNIVERSITY SYDNEY

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CONTACT US

Curtin University Sydney
Curtin House
39 Regent Street
Chippendale Sydney NSW 2008
Tel: +61 2 8399 7888
Fax: +61 2 8399 7899
Email: enquiries@sydney.curtin.edu.au
Web: sydney.curtin.edu.au
Congratulations on choosing to study at Curtin University Sydney.

This guide will give you the information you need to accept your offer, prepare to leave home and begin your studies at Curtin University Sydney.

Please read this guide carefully before your departure.

WELCOME

The best of both worlds! A quality education from a leading Australian university in one of the world’s great cities: that’s what Curtin University Sydney has to offer.

With a global reputation for excellence, Curtin offers programs that are contemporary and reflect industry trends and demands. By studying at Curtin University Sydney, you will be prepared for a rewarding career. Our well-qualified and experienced teaching staff provide an environment that encourages you to engage with your studies and excel in them. Smaller classes, excellent support and good infrastructure add to the rich student experience we offer.

Sydney affords residents and visitors a friendly and cosmopolitan lifestyle. As a Curtin student, you have a wonderful opportunity to take part in all the city has to offer while undertaking your studies. The centrally located campus has modern teaching and learning amenities with comfortable classrooms, excellent computer facilities and access to Curtin University’s extensive library resources. You can even enjoy our rooftop terrace.

We look forward to welcoming you to this wonderful city and campus.

Dr Mahendra Chandra
BBus ECowan, MCom Curtin, PhD WAust
Campus Director
Adjunct Professor
Curtin University Sydney
PRE-DEPARTURE CHECKLIST

1. Apply for your student visa
   - Once you have confirmed that you meet ALL the conditions, pay your tuition fees and student health cover (see page 5) as stated on your Letter of Offer and receive your electronic Confirmation of Enrolment (eCoE)
   - Contact your nearest Australian High Commission/Embassy or Curtin overseas representative or agent
   - Lodge an application for your student visa

2. Book your airline ticket
   - Remember you need to arrive in Sydney on time for orientation and enrolment

3. Prepare to leave your home country
   - Decide what to bring
   - Plan your finances
   - Read about what to expect when you arrive
   - Find out about health checks you might need to take to enter Australia

4. Get informed about Curtin University Sydney
   - Take note of orientation and enrolment dates
   - Remember important academic dates
   - Become familiar with Curtin’s policies and procedures.

5. Get to know your new surroundings
   - Find out about what is available on and near the Curtin University Sydney campus
   - Find out about what is on in Sydney itself and how you can get involved

BOOK YOUR AIRLINE TICKET
Book an airline ticket as soon as you have accepted your place at Curtin University Sydney (CUS), as seats are in heavy demand prior to the start of trimester. Please ensure you allow sufficient time for your visa application to be processed so you can arrive at Curtin University Sydney in time to attend orientation. Students must be present for the full duration of the orientation program.
INVEST IN YOUR FUTURE WITH A QUALITY EDUCATION
STUDENT VISAS

International students require a student visa to study in Australia. You should apply for your visa after receiving your eCoE from Curtin University Sydney.

Student visa conditions include the requirement to undertake a full-time study load. For Curtin a full-time study load is 100 credits per trimester.

Your student visa will:
- be entered into your passport or emailed to you if you apply online
- be used for the duration of your course of study or full duration of a study package
- enable you to re-enter Australia for the duration of your course.

APPLYING FOR YOUR VISA
Contact a Curtin University Sydney overseas representative or your nearest Australian High Commission or Embassy to lodge an application for your student visa.

You will need to present the following documentation when lodging your application:
- a copy of your Letter of Offer
- a copy of your electronic Confirmation of Enrolment (eCoE)
- your passport
- four passport-sized photographs
- a visa application payment of A$535*
- an additional A$75 if you apply for your student work permit.

Please ensure you allow enough time for your visa application to be processed so you can arrive at CUS in time to attend orientation. You must be present for the full duration of the orientation program.

*Note: fees are correct at time of publication and subject to change.

STUDENTS WITH DISABILITIES
The Department of Immigration and Citizenship (DIAC) will examine students with disabilities or medical conditions when their student visa applications are processed. Student visa applications require disclosure of existing medical conditions. Non-disclosure may result in your visa being cancelled.

TRAVELLING ON A STUDENT VISA
You are advised to check your passport expiry date before departure, as renewing a passport in Australia can take some time. If you return home during the trimester break, please check the visa expiry date as stamped in your passport.

If you return home and your student visa expires during this period, you will need to apply for an extension of your student visa from overseas and this may delay your return to Australia.

VISITOR’S VISA
Students who arrive on a visitor’s visa are not permitted to study in a Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) registered course that is longer than three months. Students must hold a valid student visa to study at Curtin.

Students may be allowed to transfer from a visitor’s visa to a student visa while in Australia. Please check DIAC’s website for more information.

TRANSFER BETWEEN INSTITUTIONS
International students must complete at least six calendar months of their primary course before transferring to another institution. If a student visa has been issued for two or more courses as part of a package, the student must complete the first course and six months of the principal course before transferring to another institution. Students enrolled at an Australian institution other than Curtin who wish to transfer to Curtin prior to completing their first six months of study must obtain a release letter from their current institution before withdrawing. The release letter must be presented together with Curtin’s acceptance of offer documents.

If you are currently studying at an institution in Australia (other than Curtin) and hold a student visa, you will need to obtain your eCoE document for visa renewal or apply for a new visa under a different subclass. Staff in admissions will be able to assist you with this.

FREQUENTLY ASKED QUESTIONS

If I am under 18, can I study at Curtin University Sydney?
Yes. When students under the age of 18 are not being cared for in Australia by a parent or DIAC approved blood relative, it is the responsibility of Curtin University Sydney to ensure appropriate arrangements are made to protect the personal safety and social wellbeing of those students.

What if I have dependants?
If you are a prospective international student and you have any school-aged dependants coming to Australia with you, you must pay full fees for each dependant who is to be enrolled in a government (public) or non-government (private) school. A visa for the dependant will need to be obtained through the Department of Immigration and Citizenship (DIAC).
It is important to understand these costs BEFORE your dependants arrive in Australia.

For more information about the requirements and options relating to educating students in Australia, visit immi.gov.au/students/students/bringing_family

For all private school enrolments, you must contact the private school direct for enrolment processes and school fee rates. A list of private schools is available at privateschoolsguide.com/view-users-list/nsw-private-schools

Do I need health cover?
As a condition of your student visa, you must maintain visa-length Overseas Student Health Cover (OSHC) while in Australia. If you have an accident or health problem within Australia, you will be able to redeem some or all of your medical costs. If you are applying for a dependant visa, you must inform Curtin University Sydney to organise family health cover. This will ensure your dependants are covered.

Curtin University Sydney can organise OSHC on your behalf to cover the duration of your studies. Further details will be provided in your Letter of Offer. For more information, visit oshcworldcare.com.au

What are my visa conditions?
To maintain your visa, you must:
- study full-time while in Australia
- maintain satisfactory academic progress
- maintain a valid enrolment at Curtin University Sydney and notify Curtin University Sydney if you change your visa status
- immediately advise Curtin University Sydney if you change your Australian address
- have enough money to cover tuition fees and living expenses while in Australia
- not work more than 40 hours per fortnight during study trimester (you are allowed to work unlimited hours during study break)
- maintain valid Overseas Student Health Cover
- not transfer between registered education providers within the first six months of the starting date of your principal course, without a release letter from your original education provider.

For more information about visa conditions and regulations, visit immi.gov.au/students
PREPARING TO LEAVE YOUR HOME COUNTRY

**DOCUMENTS**
You must bring the following documents with you to Curtin University Sydney when you arrive for orientation and enrolment:

- passport—check your expiry date as renewing your passport in Australia can take some time
- Letter of Offer—the Letter of Offer is very important, as you will need to present it at the time of enrolment; please do not lose this document
- original or certified copies of your qualifications
- driver’s licence (if you have one)
- medical history or prescriptions required for ongoing medication.

**CLOTHING**
September to February are the warmer months, with average temperatures ranging from 18 to 30 degrees Celsius. In summer months, most people wear lightweight t-shirts and shorts.

March to August are the colder months with average temperatures ranging from seven to 19 degrees Celsius. A warm waterproof jacket is recommended for the winter months.

**FURNISHINGS AND HOUSEHOLD ITEMS**
Not all accommodation (except for homestay) will include furniture or household items. All required items can be purchased easily from a wide variety of stores. Secondhand household items are available relatively cheaply.

Note: electricity in Sydney is 240v 50 cycles AC. Adaptors can be purchased in Sydney.

**GETTING TO KNOW SYDNEY**
Sydney is a multicultural and cosmopolitan city situated on one of the world’s most beautiful natural harbours. Sydney’s mild climate gives you access to a thriving outdoor lifestyle all year round. Whether you enjoy shopping, dining, sightseeing, art, culture, music or outdoor activities, you can always find activities and events that cater to your interests.

Sydney also has a number of special events, markets and festivals held throughout the year.

To find out more about what’s on in Sydney visit:
whatson.cityofsydney.nsw.gov.au
twothousand.com.au
au.timeout.com/sydney/aroundtown
PREPARING TO LEAVE YOUR HOME COUNTRY

INTERACT WITH PEOPLE FROM ALL AREAS OF LIFE
ACCOMMODATION

Sydney offers a diverse range of accommodation options. Students may choose to live with an Australian family, live in student lodgings, or rent an independent apartment.

Whichever option you choose, we suggest arranging your accommodation as early as possible—preferably as soon as you have accepted the offer of a place at Curtin University Sydney. We advise you not to arrange or prepay long-term accommodation through private online booking agencies; it is best to use a reputable accommodation provider or to arrange short-term accommodation for when you arrive. Once you arrive, you can then research and find the type of accommodation that best suits your needs.

SHORT-TERM AND TEMPORARY ACCOMMODATION
If you have not decided where you would like to live in Sydney, there are a number of good temporary accommodation options close to the campus. We recommend you consider staying in one of these when you first arrive to give yourself time to make a decision about more permanent housing. The list below includes some of the most popular options with easy access to the Curtin University Sydney campus.

For more options visit yha.com.au or hostels.com.au

STUDENT ACCOMMODATION
Accommodation options
Sydney boasts a diverse range of accommodation options. Rental prices will vary depending on the type and location of the accommodation you choose.

If you have not decided where you would like to live in Sydney, a booking of four weeks with Australian Homestay Network will guarantee you somewhere to stay upon arrival, while you make more permanent arrangements. Airport pickup can be arranged with your chosen accommodation provider.

Please note: the Department of Immigration and Citizenship (DIAC) requires students to have sufficient funds to support living expenses for the duration of their studies.

For more information, visit immi.gov.au/students/student-visa-living-costs.htm

RENTING AND SHARING
Renting an independent apartment is a popular choice for students. You may choose to rent your own place independently or share accommodation with friends. Student noticeboards and newspapers often advertise rooms, apartments and houses for rent.

If possible, ensure you obtain references from people you have rented accommodation from in your own country. When you apply for a property in Sydney, providing copies of these references to real estate agents can demonstrate your proven track record of being a good tenant and help you to secure your preferred option. You should also be prepared to provide evidence that you have enough money to pay for your accommodation, for example, a bank statement.

It is important to research your options carefully, keeping in mind your budget, the location of Curtin University Sydney, your interests and your expectations.

There are a number of websites that will assist you to find information on renting or sharing opportunities.

SHORT-TERM AND TEMPORARY ACCOMMODATION

<table>
<thead>
<tr>
<th>ACCOMMODATION</th>
<th>ADDRESS</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sydney Central YHA</td>
<td>11 Rawson Place, corner of Pitt St and Rawson Place (opposite Central Station), Sydney NSW 2000 Tel: +61 2 9218 9000 Fax: +61 2 9218 9099 Email: <a href="mailto:sydcentral@yhansw.org.au">sydcentral@yhansw.org.au</a> Web: yha.com.au</td>
<td>Located 10 minutes walk from Curtin University Sydney. Facilities include heated pool, sauna, self-catering kitchens, dining rooms, laundries, games room, TV rooms, locker hire, limited parking, group facilities, meeting rooms, disabled access, 24-hour security access, YHA travel desk, internet, bistro, convenience store.</td>
</tr>
<tr>
<td>Railway Square YHA</td>
<td>8-10 Lee Street, Sydney NSW 2000 Tel: +61 2 9281 9666 Fax: +61 2 9281 9688 Email: <a href="mailto:railway@yhansw.org.au">railway@yhansw.org.au</a> Web: yha.com.au</td>
<td>Located just five minutes walk from Curtin University Sydney. Facilities include a spa, pool, Internet cafe, 24-hour access, tour desk, indoor and outdoor communal areas and self-catering kitchen.</td>
</tr>
<tr>
<td>Billabong Gardens</td>
<td>5-11 Egan Street, Newtown, Sydney NSW 2042 Freecall: 1800 806 419 Tel: +61 2 9550 3236 Fax: +61 2 9550 4352 Email: <a href="mailto:book@billabonggardens.com.au">book@billabonggardens.com.au</a> Web: billabonggardens.com.au</td>
<td>Budget accommodation close to cafes, restaurants, cinemas and the city. Newtown is home to many university students and has a fun, lively and young atmosphere. Billabong Gardens has dormitory-style accommodation with four to six people sharing a room. Rent is cheaper if paid by the week. This accommodation is self-catering.</td>
</tr>
<tr>
<td>Leisure Inn</td>
<td>28-30 Regent Street, Chippendale, Sydney NSW 2008 Freecall: 1800 060 954 (in Australia) Tel: +61 2 8023 3333 Fax: +61 2 9211 4445 Email: <a href="mailto:gmsydneycentral@leisureinnhotels.com">gmsydneycentral@leisureinnhotels.com</a> Web: staywellgroup.com/hotels/sydney/leisure-inn-sydney-central</td>
<td>Leisure Inn Sydney Central is a fully refurbished hotel located just two minutes from Curtin University Sydney. The rooms are comfortable with private bathrooms and access to Foxtel.</td>
</tr>
</tbody>
</table>

STUDENT ACCOMMODATION

<table>
<thead>
<tr>
<th>RESIDENCE</th>
<th>ROOM TYPE</th>
<th>RENT (weekly)</th>
<th>FACILITY FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unilodge Sydney</td>
<td>Small studio, Medium twin</td>
<td>$324</td>
<td>N/A</td>
</tr>
<tr>
<td>Cnr Bay St &amp; Broadway, Sydney NSW 2000 Tel: +61 2 9338 5075 Email: <a href="mailto:sydney@unilodge.com.au">sydney@unilodge.com.au</a> Web: unilodge.com.au</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Urbanest Student Accommodation</td>
<td>Single standard room (four-person apartment)</td>
<td>$405</td>
<td>N/A</td>
</tr>
<tr>
<td>83 Quay St Haymarket, Sydney NSW 2000 Tel: +61 2 8091 9959 Email: <a href="mailto:quaystreet@urbanest.com.au">quaystreet@urbanest.com.au</a> Web: urbannest.com.au</td>
<td>Single standard room (six-person apartment)</td>
<td>$389</td>
<td>N/A</td>
</tr>
<tr>
<td>Iglu Student Accommodation</td>
<td>Single room, shared bathroom</td>
<td>Starting from $365</td>
<td>N/A</td>
</tr>
<tr>
<td>Tel: +61 2 9009 5550 Web: iglu.com.au</td>
<td>Single room, ensuite bathroom Studio</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Global Experience Sydney</td>
<td>Twin share Single (over 18)</td>
<td>$240</td>
<td>Varies depending on family</td>
</tr>
<tr>
<td>Level 1, 141 York Street, Sydney NSW 2000 Tel: +61 2 9264 4022 Web: globalexperience.com.au</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Homestay Network Australia</td>
<td>Visit website or email for more information</td>
<td>$265</td>
<td>N/A</td>
</tr>
<tr>
<td>Tel: +61 2 8905 0321 Email: <a href="mailto:info@sydney.curtin.edu.au">info@sydney.curtin.edu.au</a> Web: homestaynetwork.org</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: fees are correct at time of publication and subject to change.
ESTABLISHMENT COSTS
We recommend you arrive in Australia with at least A$700 and easy access to a further A$2000 for your first week in Australia. It is not advisable to carry substantial amounts of cash on you; use travellers’ cheques, bank drafts or money orders instead.

It may be useful to have a credit card to allow access to funds for establishment costs. You may require approximately A$2000 to pay for costs associated with obtaining permanent housing, including bond money, rent in advance (usually two weeks) and utility connections such as power, gas and telephone.

SENDING LIVING EXPENSES FROM OVERSEAS
Living expenses cannot be sent with tuition fee payments, as the disbursement of student living expenses is not a service offered by Curtin University Sydney. Living expenses should be sent to your personal bank account; please inform your parents of this if required.

AUSTRALIAN CURRENCY
The Australian dollar ($ or A$) is a decimal unit of currency, with 100 cents to the dollar. Notes come in denominations of $100, $50, $20, $10 and $5. Coins come in $1 and $2 (gold coins) and 50, 20, 10 and 5 cents (silver coins).

You can learn how your country’s currency compares to the Australian dollar at xe.com

TRANSFERRING MONEY TO SYDNEY
If you wish to transfer money from overseas you will need to:
• complete either a telegraphic transfer or bank draft
• know and include the SWIFT code, account number and BSB number of the account where you wish to deposit the money.

Bank drafts take six to eight weeks to process unless the draft is in Australian dollars and drawn on an Australian bank. There may be fees involved with both transactions.

SCHOOL-AGED DEPENDANTS
There are different schooling arrangements and costs for dependants of undergraduate, postgraduate, master and PhD students. School-aged dependants can be enrolled in either government or non-government schools in New South Wales (NSW). A list of government (public) schools and the associated fees is available at detinternational.nsw.edu.au/schools

PLAN YOUR FINANCES

CHILDCARE
There are often long waiting lists for childcare services in Australia, especially for children aged up to two years. If you are going to need childcare, you should apply as soon as possible. It is often advisable to have your child’s name on waiting lists before you leave your home country and arrive in Australia, if this is possible.

Parents are required to pay for childcare services in Australia. Fees depend on the type and length of care being provided for the child.

LIVING EXPENSES
You can expect to pay, on average, around A$410 (single) and A$770 - 970 (family) per week for living expenses. Living expenses vary depending upon financial resources, tastes and interests. You and your parents are advised to set out a budget according to your individual needs. In the beginning, your budget should be flexible to allow for changes and unexpected expenses.

Approximate living expenses
Rent A$200-550 weekly rate
(Haircut female A$20.00-100.00
(Women in Australia pay more for a haircut!)
Movie ticket A$13.00-15.00
(student discount might apply)
Restaurant/café meal A$8.00-25.00
Medical A$70 per consultation
Public transport A$25 weekly
(special discount for students may apply)
Gas and Electricity A$20 if you share accommodation weekly
Taxi 5 Minutes ride could cost A$5-10

Motor vehicle expenses
Students intending to purchase a motor vehicle will incur additional expenses such as petrol, insurance and licence costs. It is advisable to purchase motor vehicle insurance to protect yourself financially in the event of an accident or theft.

Text and reference books
Curtin University Sydney has a well-established library with a range of textbooks and resources available to borrow. Students may also need to budget around A$150-400 per trimester for text and reference books.
## Suggested Weekly Budget (A$)

<table>
<thead>
<tr>
<th>Service/Commodity</th>
<th>Single</th>
<th>Family of Four</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rent</td>
<td>200</td>
<td>350-550</td>
</tr>
<tr>
<td>Services—gas, water and electricity</td>
<td>20</td>
<td>40</td>
</tr>
<tr>
<td>Food</td>
<td>110</td>
<td>220</td>
</tr>
<tr>
<td>Public transport</td>
<td>30</td>
<td>60</td>
</tr>
<tr>
<td>Clothing, toiletries and entertainment</td>
<td>50</td>
<td>100</td>
</tr>
<tr>
<td>Total</td>
<td>410</td>
<td>770 - 970</td>
</tr>
</tbody>
</table>

This table is intended as a guide only.
ARRIVING IN AUSTRALIA

AIRPORT TRAVEL OPTIONS
Sydney Airport is well-organised and there are many travel options when you arrive. You can download a map of the airport and research your travel options at sydneyairport.com.au

Airport shuttle buses
Airport shuttle buses are a convenient and cost-effective way of travelling to and from the airport. You can book online and have a shuttle bus take you from the airport to your accommodation.


Trains
The train station is situated inside the international terminal and can be easily accessed from the arrival and departure areas. Trains to Central Station run every 10 minutes and the journey takes approximately 14 minutes. There are websites you can use to plan your journey to your accommodation using public transport.


Taxis
There are designated taxi stands at the front of both the international and domestic terminals. Taxi supervisors can organise taxis with baby capsules, wheelchair access, station wagons for larger baggage, and maxi taxis for groups. A taxi from the airport to the city will cost approximately A$40.

PUBLIC TRANSPORT
Trains and buses
CityRail and bus information line tel: 13 1500
Web: sydneybuses.info, cityrail.info, sydneyferries.info

Taxis
Taxis Combined tel: 13 1008
Legion Taxis tel: 13 1017
Wheelchair Taxis tel: 02 8332 0200

KEEP IN CONTACT
Remember to contact your family and friends back home and let them know you have arrived in Sydney safely. Inform them of your travel details, where you are staying and how they can contact you by telephone or post. Be sure to keep them updated if you move house during your studies, as Curtin University Sydney is unable to release information about your address to your family and friends.

Mobile phones and the internet
If you plan to bring your mobile phone with you to Australia, check that your SIM card is compatible and not blocked for international use or locked to the telephone network you use in your home country. Similarly, if you plan to bring your laptop or notebook with you, ensure your device’s internal modem is compatible with Australia’s networks—some students have discovered they are unable to access the internet on their laptop in Australia. We suggest that if you are bringing a mobile phone, laptop or any communication device, first visit the Australian Communications and Media Authority website at acma.gov.au

After you arrive in Sydney, we suggest you speak to students who have been in Australia for some time for tips on the best telephone company and network to use. Some telephone companies will not supply services to people who are temporary residents in Australia, but you can use a prepaid phone system. Prepaid mobile phones also ensure you will never be faced with an unexpectedly high mobile phone bill. You can compare mobile phone providers at youcompare.com.au/mobilephones and dealsbroadbandguide.com.au
ARRIVING IN AUSTRALIA (CONT)

OPENING A BANK ACCOUNT
You will need to open a bank account shortly after your arrival in Australia. To open a new account with an Australian financial institution, you will need to show your passport and proof of postal address. After six weeks, the bank may require further proof of identity, such as a birth certificate or driver’s licence with a photograph.

Some banks will waive bank fees if you provide proof of enrolment as a full-time student in tertiary education.

It is up to you to choose which bank you prefer to do business with. For more information, it is recommended you visit the website or telephone the bank with which you want to open your account.

<table>
<thead>
<tr>
<th>BANK NAME</th>
<th>CONTACT DETAILS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANZ</td>
<td>Tel: 13 13 14 Web: anz.com.au</td>
</tr>
<tr>
<td>Bankwest</td>
<td>Tel: 13 17 18 Web: bankwest.com.au</td>
</tr>
<tr>
<td>Commonwealth Bank</td>
<td>Tel: 132 221 Web: commbank.com.au</td>
</tr>
<tr>
<td>HSBC</td>
<td>Tel: 1300 308 880 Web: hsbc.com.au</td>
</tr>
<tr>
<td>NAB</td>
<td>Tel: 13 22 65 Web: nab.com.au</td>
</tr>
<tr>
<td>St George</td>
<td>Tel: 13 33 30 Web: stgeorge.com.au</td>
</tr>
<tr>
<td>Westpac</td>
<td>Tel: +61 1800 632 308 or 131 032 Web: westpac.com.au</td>
</tr>
</tbody>
</table>

MEDICAL SERVICES
While living in Australia, you will have easy access to high quality medical services and facilities. You will receive a rebate from your Overseas Student Health Cover (OSHC) for the services covered under your policy.

If you are sick, you can make an appointment to visit a general practitioner (GP). You will need to book an appointment in advance; however, some medical centres have appointments available if you call early in the morning (8 – 8.30 am).

Medicines
Medications such as antibiotics and antihistamines will require a doctor’s prescription and cost approximately A$30 for a course (a course of antibiotics usually runs for five days). Some milder antihistamines and pain relief tablets may be bought over the counter and will cost around A$12. Pain relief tablets such as paracetamol or aspirin may be purchased at supermarkets without a prescription.

PLACES OF WORSHIP
Australia is a predominantly Christian country, but you can also find Buddhist temples, Islamic mosques, Sikh temples, and other places of worship.

The Sydney street directory (Sydway) provides a listing of places of worship in Sydney.

The following contains a list of websites of major religions:

<table>
<thead>
<tr>
<th>Religion</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christian</td>
<td>australianchurches.net.au</td>
</tr>
<tr>
<td>Anglican</td>
<td>sydneyanglicans.net</td>
</tr>
<tr>
<td>Catholic</td>
<td>sydney.catholic.org.au</td>
</tr>
<tr>
<td>Presbyterian</td>
<td>ptcsydney.org</td>
</tr>
<tr>
<td>Seventh-Day Adventist</td>
<td>adventist.org.au</td>
</tr>
<tr>
<td>Uniting</td>
<td>nsw.uca.org.au</td>
</tr>
<tr>
<td>Hindu</td>
<td>hinducouncil.com.au</td>
</tr>
<tr>
<td>Islamic</td>
<td>icv.org.au</td>
</tr>
<tr>
<td>Jewish</td>
<td>jewishaustralia.com.au</td>
</tr>
<tr>
<td>Sikh</td>
<td>gurudwara.net</td>
</tr>
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You are granted permission to work 40 hours per fortnight during the trimester and unlimited hours during course breaks as a condition of your student visa. International students typically obtain work in retail, hospitality or administration, as these industries provide the most flexible working arrangements.

You should be careful to ensure part-time employment does not distract you from your studies. Part-time employment should not be relied on to pay for your tuition fees or other living expenses.

**Note:** DIAC may cancel a student’s work rights if academic performance declines.

**FINDING A JOB**

There are a number of ways to find part-time employment in Sydney. You will find job advertisements in newspapers and on websites such as seek.com.au, mycareer.com.au and careerone.com.au

Another way to find a job is through word-of-mouth—through your friends and other people you know. It is a good idea to let your friends know you are looking for a job. They might know of a business that is looking for more staff, or let you know if they see a job advertised that may suit you.

**PREPARING YOUR RÉSUMÉ**

When you find a vacancy you want to apply for, you may have to submit a résumé, also known as a curriculum vitae or CV. A résumé is a document that outlines your work history, skills and experience, and details your performance in these areas. Your résumé should sell your skills to the prospective employer.

You do not need to include personal information such as your height, weight, marital status, date of birth, or attach a photograph of yourself.

For tips on how to prepare a résumé suitable for use in Australia, visit navitasCV.com

**INTERNSHIPS—CURTIN CAREER ADVANTAGE**

Curtin University Sydney has a unique internship program that enables students to gain work experience with a commercial organisation for 12–16 weeks during, or after their studies. The emphasis is on-the-job-training and the experience is an invaluable asset for graduate students when seeking employment.

**CAREER PREPARATION PROGRAMS**

Curtin University Sydney provides access to a careers consultant who gives free, confidential career advice. In addition, free career workshops are run twice per month on campus to assist with résumé preparation, job searches, interview techniques and time management skills.

**TAX FILE NUMBER (TFN)**

The Australian Federal Government requires anyone working in Australia or with an Australian bank account to have a tax file number. Banks must be shown your tax file number to ensure the correct amount of tax is charged on any interest earned on your account. You can apply for a tax file number online via the Australian Taxation Office (ATO) website at ato.gov.au
STUDENT EMPLOYMENT

GET A LOCAL JOB AND CONNECT WITH YOUR NEW COMMUNITY
ARRIVING ON CAMPUS

GETTING TO CURTIN UNIVERSITY SYDNEY
Curtin University Sydney is ideally situated just five minutes’ walk from Central Station (trains) and Railway Square (buses). Buses and trains from all regions of the city connect with routes that service these locations. Find out more and plan your journey at 131500.com.au, sydneybuses.info, cityrail.info, or sydneyferries.info.

EXPERIENCE CURTIN
Curtin University Sydney is renowned for its small class sizes and friendly, student-focused environment. You will have access to our lecturers, tutors and have plenty of opportunities to make new friends.

ORIENTATION WEEK
Orientation Week is a fun and informative way of preparing you for university and life in Sydney. It is a compulsory event and covers topics such as opening up a bank account, English language support, IT skills, personal safety, organising a place to live, public transport, applying for your student ID card, and much more.

ENROLMENT
During orientation you will attend enrolment, where you will receive important information and guidance about how to enrol in your course. Remember to bring your Letter of Offer, passport and original or certified copies of qualifications for Recognition of Prior Learning (RPL) applications (if applicable).

CENSUS DATES
Take note of the census date* for each teaching period. Once the census date has passed, you can no longer enrol in or withdraw from units without incurring a financial or academic penalty.

* A census date is the date at which an enrolment is considered to be final. Withdrawals after the census date will incur an academic penalty (for example, a fail grade) and a financial penalty (for example, no refund for your study contribution or tuition fees). The census date for courses offered is the Friday of week two of classes.

STUDENT RESPONSIBILITIES:
- It is a condition of your student visa that you:
  - maintain up-to-date contact details, including an Australian residential address and phone number with the university
  - notify the University immediately when you change your residential address while you are a student at Curtin University Sydney
  - satisfy your course requirements and maintain a valid enrolment
  - maintain your Overseas Student Health Cover (if your health cover expires, your benefits payable will be suspended).

COURSE INFORMATION
Curtin University Sydney has specialist staff who can assist you with:
- course information
- eligibility for entry into university courses
- the application process
- course changes
- study options.

Please refer to the Curtin Sydney website below to access the relevant policies: sydney.curtin.edu.au/current-students/rights-responsibilities-and-policies/

STUDENT SERVICES MANAGER
Once you are on campus and enrolled in your course, you can contact the student services manager for matters relating to:
- visa renewals
- study skills
- academic support.

You can make an appointment to see the student services manager by visiting campus reception or by emailing info@sydney.curtin.edu.au.

CODE OF CONDUCT
Understand the rights you have as a student and the expectations the University has of you. The booklet Student conduct—your rights and responsibilities explains your rights and responsibilities and is available from students.curtin.edu.au/rights/conduct.cfm.

GRIEVANCE PROCEDURES
Curtin has official procedures in place to assist students in resolving concerns about academic and other matters. Any person is entitled to lodge a complaint with the Curtin University Professional Standards and Conduct Unit (PSCU), through a form available at complaints.curtin.edu.au.

CURTIN UNIVERSITY SYDNEY STUDENT GUILD
The Curtin University Sydney Student Guild is a group of elected students who represent Curtin students on all major University boards and committees. The Guild ensures student voices are heard and their rights are represented at all levels through the University’s decision-making process. The Curtin University Sydney Student Guild is responsible for organising extracurricular activities and events for students on and off campus. Guild events enable students to establish friendships and connections with other students, making their time at Curtin University Sydney enjoyable and social.

The Guild has established a social club, free for all students to join. The social club organises movie nights, soccer games and many more fun activities for students. For more information about joining...
MAKE THE MOST OUT OF LIFE ON CAMPUS
ARRIVING ON CAMPUS (CONT)

the Guild, or if you would like to participate in their activities, email sgcus@sydney.curtin.edu.au. Join the Curtin University Sydney Student Guild on Facebook. Visit facebook.com/CUSSG

COUNSELLING SERVICES
The Curtin University Sydney Counselling Service provides a professional, confidential and free counselling service to the entire Curtin community in Sydney. Qualified and experienced staff members provide a safe and professional environment to deal with any issues affecting a student’s personal, academic or work life.

The aim of counselling service is to help students make the most of their university experience. The Curtin University Sydney student services officer is available through reception on the ground floor of the Sydney Campus.

INTERNET ACCESS
While studying at Curtin University Sydney, you will have access to computer and internet facilities. The campus has a wide selection of computer labs where you can study, browse the internet and access your email. Across the campus, there are free wireless zones where you can log on to the internet using your own laptop or personal digital assistant. You will have your own account with personal login details.

PRIVACY ACT
Curtin University Sydney is bound by the Privacy Act 1988, which regulates the ways in which organisations can collect, use or disclose personal information. Curtin University Sydney may share any relevant personal information with Curtin University Bentley, Navitas Limited, the Australian Government’s designated authorities, the Tuition Protection Service and third-party service providers. In other instances, information can be disclosed without consent where authorised or required by law.

Curtin’s level of compliance
Under the Higher Education Support Act 2003 (C’th) (HESA), the University must comply with the Information Privacy Principles of the Privacy Act 1988 (C’th) in respect of students’ personal information obtained for the purposes of chapters 3 & 4 of the HESA. To help further protect your personal information, the University voluntarily commits to meet the standards set by the National Privacy Principles of the Privacy Act 1988 in respect of all personal information that it handles.

PERSONAL INFORMATION
Updating your personal data
Curtin staff and students can update their personal contact data through the OASIS portal. Log in and navigate to ‘My employment’ (staff), or ‘My studies & eValuate’ (students) to update your details.

The personal information you provide will be accessed by University officers strictly for the purposes stated at time of collection. The information will be disclosed to state and Australian Government agencies where required by law, and to contractors engaged by the University to perform services on its behalf. Where personal information is to be provided to contractors, the University will require that confidentiality agreements be first entered into.

Disclosure of personal information to other parties
About the security of your data
The University will not pass your information to any third party without your permission. Curtin IT Services provide detailed information on how they manage information security.

Where necessary, the University may disclose personal information of its students to external organisations such as professional bodies, hospitals and schools in order to enable those students to undertake a practical experience/clinical component of their course.

Under the Guiding Ethical Principles, members of the University community are responsible for respecting an individual’s right to privacy. This means the University will not disclose personal information for any purpose other than what has been advised at time of collection, unless:

• the University has obtained your explicit consent, or
• the information is required by law, or
• in the exceptional circumstance when withholding information would likely result in a serious threat to the health, safety or life of yourself, another individual, individuals or the general public.

Staff and students are members of the University community and as such are required to respect each individual’s right to privacy.

OPTING OUT OF FUTURE COMMUNICATIONS
If you are not a Curtin staff member or student, and are receiving communications from Curtin, we will ensure you can easily opt out of these communications at any time. This functionality is provided as a matter of course on all of our social network sites—refer to the privacy statements of each site. If you wish to opt out of an electronic direct mail from Curtin, unsubscribe with the function provided or directly email the relevant administrator requesting your details are removed.

For more information on Curtin University’s privacy policy, visit global.curtin.edu.au/legal/privacy.cfm/