



THE UNIVERSITY OF
WESTERN AUSTRALIA

Study Abroad and Exchange Students

Essential Guide 2010

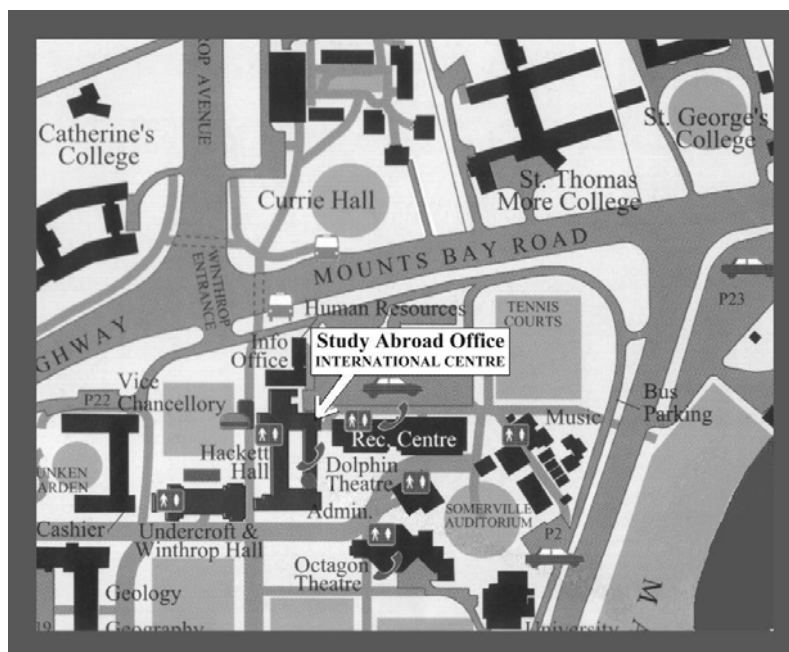
Congratulations on your admission to The University of Western Australia. This information has been prepared to supplement the materials you have already received and to highlight some important points. Please don't hesitate to contact the Study Abroad Office if you have any questions.

THE STUDY ABROAD OFFICE

Location and Contact Details

Address: Study Abroad Office, International Centre, The University of Western Australia, 35 Stirling Highway, Crawley, Western Australia 6009
Telephone: (61-8) 6488 8199
Fax: (61-8) 9382 4071
Email: studyabroad@admin.uwa.edu.au

Office Location Description: The Study Abroad Office is part of the International Centre and is located in Hackett Hall, next to the Hackett Coffee Lounge and the International Centre's main office.



Opening Hours

Office Hours are Monday to Thursday, 9:00 am – 4:00 pm

Study Abroad Office Staff

Kelly Smith	Acting Director, International Centre
Milly Ingate	Manager, Study Abroad and Student Exchange
Carolyn Wood	Study Abroad and Student Exchange Adviser
Joel Wittwer	Study Abroad and Student Exchange Adviser
Sarah Kahle	Communications and Student Liaison Officer
Kate Fulton	Study Abroad Assistant

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SELECTION OF UNITS AND ENROLMENT

Selection of Units

Units can be selected from any coursework degree offered at UWA with the exception of degrees offered by the Faculty of Medicine and Dentistry and some quota-restricted units. Some units in Public Health, Health Science or Paramedical Science may be available. Please consult with the Study Abroad Office for further information on these units.

Preparing a Proposed Study List

Please read the instructions on the Proposed Study List

http://www.studyat.uwa.edu.au/_data/assets/pdf_file/0016/11365/Proposed_study_list.pdf. When choosing units you should check that prerequisites are satisfied. You must enrol in a full academic load which is 24 points per semester at UWA. This is a UWA requirement and a condition of your Australian Student Visa. A description of units including prerequisites and credit points can be found at <http://handbooks.uwa.edu.au/units?section=facelist>. It is advisable that you choose up to 7 units per semester so that you have some alternative options should your preferred selection not be available due to timetable clashes or other reasons.

Approved Study List

Based on your Proposed Study List, an Approved Study List will be sent to you prior to your arrival at UWA. To ensure you receive an Approved Study List please submit your Proposed Study List before Friday 22 January 2010 for students commencing semester 1 and Friday, 18 June 2010 for students commencing semester 2. Please check the UWA Electronic Timetable at www.timetable.uwa.edu.au to ensure you have no timetable clashes. Should you encounter any clashes you should select an alternative unit.

UWA Electronic Timetable

The UWA timetable website is a very useful resource which you should make use of. The website allows you to look up all units you may wish to study and will produce an individual timetable for the units you select. The site is constantly updated so you can keep track of any lecture, tutorial and lab changes.

How to use the timetable website

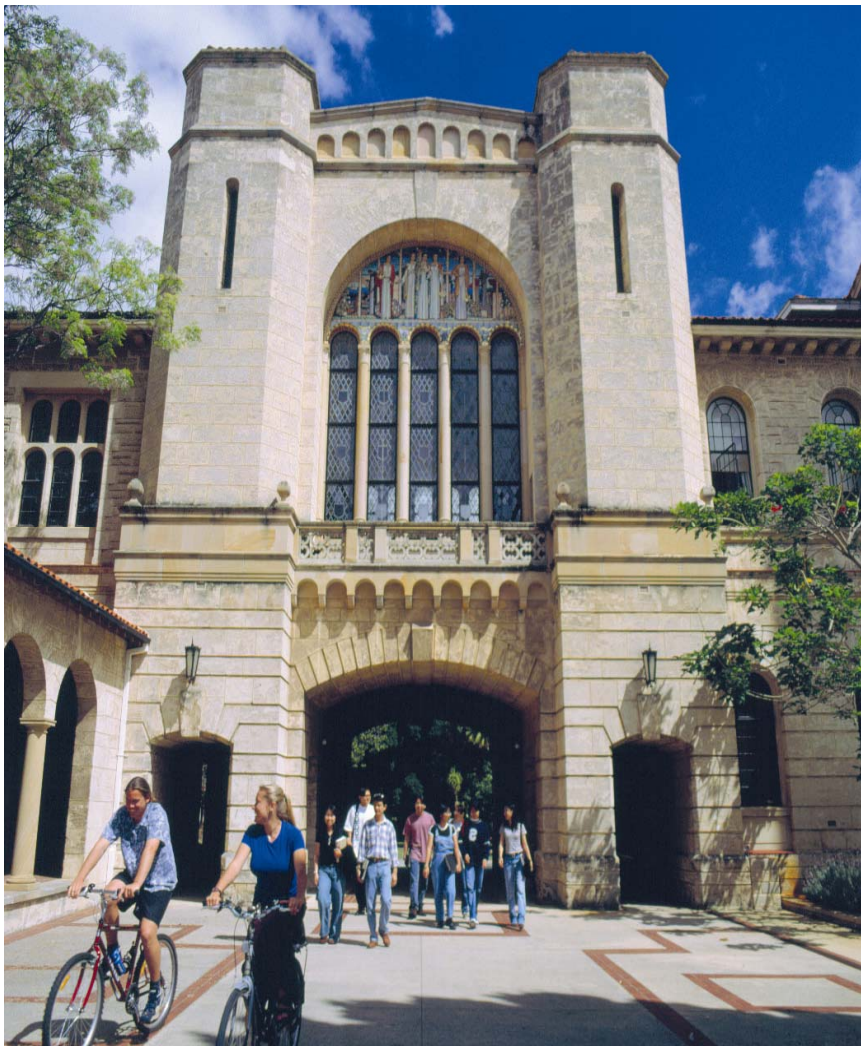
- Go to the web address - www.timetable.uwa.edu.au
- To work out your own timetable, select 'View by Unit(s)'
- The screen will then show a list of all units in the whole university. The units are listed by unit code so it will make your units a lot easier to find if you know the unit code. Unit codes are listed in your Faculty handbook. If you want to select more than one unit, hold down the Ctrl key (for Windows) or the Apple key (for Macintosh).
- Select the type of classes you want to view. To make it less confusing it is a good idea to select the Lectures box to sort out your lectures first; then view your tutorials and labs.
- Once you have chosen your units, select View Details which is near the bottom of the page (you may have to scroll down the page a little).
- The timetable for the units you have chosen will now be shown on the screen. You may need to maximise the viewing window to get the whole timetable, Monday to Friday. On the timetable, lectures are in red, tutorials are in green and labs are in burgundy. The blue indicates the venue. If there is an exclamation mark, that means there is a possible clash in your timetable. This often is not a problem as all the labs and tutorials for each unit are listed and usually you will only need to select one of each of these. Look out for when you have "red" clashes as this means that your lectures will clash. If there are no repeat lectures, this may mean you will have to reconsider your choice of units.

- Make sure you scroll down the entire page as there is a lot of useful information. After your first semester timetable, it will show you your second semester timetable. It will then list all the classes you have selected. Most labs and tutorials have an * beside them. This means that you only have to attend one session out of all the times listed. There is also a list of the venues for the units you have selected. Each venue has a general 'building area' to help you find it.

Enrolment

The Enrolment session will take place during Orientation week. During this session you will have the opportunity to meet on a one-to-one basis with Academic Advisers who will assist you with your selection of units if you have not submitted or received an Approved Study List or if you wish to select new units to those that have already been approved. Please ensure you have your selection of units and checked for timetable clashes prior to enrolment day (see section on UWA Electronic Timetable)

If you have already selected your units, you will not be required to meet with an Academic Adviser and enrolment will be a relatively simple process. You are therefore ***strongly encouraged*** to submit a Proposed Study List prior to arriving in Perth.



APPLYING FOR YOUR AUSTRALIAN STUDENT VISA

If you are attending UWA on a student visa, you will receive a Confirmation of Enrolment form (COE) which will enable you to apply for a student visa. An electronic version will be submitted to the nominated Australian Embassy or Consulate indicated on your copy of the COE, and your visa application must be made to this Embassy. The Embassy will match the details on your copy with the electronic version submitted directly to their office. For more information on student visa applications please refer to the Department of Immigration and Citizenship (DIAC) website at www.immi.gov.au/students/index.htm. Visa application forms can also be downloaded from this site.

Each Australian Student Visa application is assessed according to an Assessment Level. The Assessment Level is determined by:

1. The passport you hold (citizenship)
2. The Visa Sub-Class

As a study abroad or exchange student you fall under the Visa Sub-Class "575 Non-Award". You can determine your Assessment Level by going to the DIAC website at www.immi.gov.au/allforms/pdf/1219i.pdf. Please check your Assessment Level as soon as possible and understand all of the requirements you need to fulfil to apply for a student visa.

Applicants who fall into Assessment Level 1 may choose to make an Electronic Visa Application. For more information on online visa applications and to determine whether this option is available to you, please refer to the DIAC website. Credit card payment is required for online visa applications.



AIRPORT PICK-UP

A 24 hour airport pick-up service is available free of charge if you have applied for permanent or temporary housing in one of the University Residential Colleges, or if your final destination on arrival is within the university precinct (Nedlands, Crawley, Subiaco, Shenton Park or the Perth CBD). **If you wish to make use of this service please complete the 'Temporary Accommodation and Airport Pick Up Form' available through our online application system at <https://www.admin.uwa.edu.au/ic/exap/>, using the PIN we provided when we invited you to apply. Please note this service will only be available once your signed letter of acceptance has been processed. You must submit your Acceptance of our Offer form at least 10 days prior to your arrival. No changes can be made to your registration for the airport pickup service 7 days prior to arrival.**

If you did not apply online, then please go here: <https://www.admin.uwa.edu.au/ic/strack/> to register for the Airport Pick Up service. The PIN used to sign in is provided in our email to you after submission of application.



ORIENTATION

A special Orientation is held each semester for commencing Study Abroad and Exchange students:

Semester 1: Orientation is tentatively scheduled to commence on Monday 8 February 2010

Semester 2: Orientation is tentatively scheduled to commence on Monday 19 July 2010

Your attendance is strongly recommended. The programme provides essential information covering academic, cultural and general issues and a range of optional social activities. The programme also complements other general orientation programmes provided by the University and Residential Colleges for all commencing students. An Orientation Package containing the Orientation Schedule and other general information will be available from the Study Abroad office on your arrival in Perth.

After your arrival in Perth, and prior to Orientation please stop by the Study Abroad Office to pick-up your Orientation Package.

It is strongly recommended that you thoroughly read your enrolment information prior to the Enrolment Session at Orientation

Orientation Programme

Activities will include:

- Enrolment
- Academic Expectations
- Faculty Host Days
- Australian Culture
- Health Insurance
- UWA 'Student Life'
- Social Activities
- Optional Excursions



2010 ACADEMIC CALENDAR

Semester One

Orientation for Study Abroad & Exchange Students	Commences 8 February 2010
First Semester begins	22 February
Mid Semester Break (1 week)	5 April – 9 April
First Semester classes end	28 May
Study Break / Examinations	31 May – 19 June

Semester Two

Orientation for Study Abroad & Exchange Students	Commences 19 July 2010
Second Semester begins	26 July
Mid Semester Break (1 week)	27 September – 1 October
Second Semester classes end	29 October
Study Break / Examinations	1 November – 20 November

FINAL EXAMINATIONS 2010

Semester 1: 5 June – 19 June

Semester 2: 6 November – 20 November

Please ensure that you arrange your travel plans accordingly as early examinations will **NOT** be granted under any circumstances

