



## Developing your Swinburne study plan

One of the most challenging aspects for students planning to study abroad is the navigation of a new academic system. This guide is designed to assist you in applying for the Swinburne Abroad program.

An introduction to the academic system at Swinburne:

- The Swinburne academic year is broken up into Semesters. Swinburne Abroad students will be in studying in Semester 1 (February – June) or Semester 2 (July – November).
- Swinburne Abroad students are required to take a full time study load
- A minimum full time study load is 37.5 credits
- A maximum full time study load is 50 credits
- Most units of study (but not all!) equal 12.5 credits so students generally study 3 or 4 units per semester
- At Swinburne, units are individual units of study
- At Swinburne, courses are full degree programs

Students intending to study at Swinburne are advised to use the following online tools when developing their study program:

### 1. Swinburne Unit Search

As a Study Abroad student, you are permitted to take units from any faculty at Swinburne, as long as prerequisite requirements are met. If you wish to specialise your Study Abroad program in one or two particular disciplines, you may choose to apply for the Study Abroad Certificate of Specialisation program.

- All Swinburne units can be found at:  
<http://www.swinburne.edu.au/study/courses/find/units/results/#Keyword=&SearchType=2>
  1. Check "Undergraduate" or "Postgraduate"\* from the Study Level categories.  
\*Please note that Undergraduate Study Abroad students are only permitted to take Undergraduate units of study at Swinburne. Postgraduate Study Abroad students are permitted to take selected postgraduate units which will be assessed on a case by case basis.\*  
\*Please note that you will need to tick International Students\*
  2. Use the "Keywords" or "Unit Code" to find suitable units of study.
  3. Please take note of the campus the unit is offered (eg. Hawthorn etc)
- The first digit in the code represents the stage or year level. Swinburne undergraduate degrees generally consist of 3 years of study, so units begin with 1, 2 or 3. For example:
  - MKT20002 - Marketing Planning. This is offered at the Hawthorn Campus and is a second year unit of study
- You need to carefully read the detailed unit of study information available on Course Search paying particular attention to the **prerequisite requirements**.

**Note:** If you are applying for a unit in the Faculty of Design, including design, film and television units, you are required to submit a portfolio of work with your application. All portfolios should include current work completed at your home institution that demonstrates a high level of technical and creative merit. All work submitted should be of an appropriate standard for the level of subjects you are applying for at the Faculty of Design.

Portfolio Guidelines: [http://www.swinburne.edu.au/design/pdf/portfolio\\_guidelines\\_UG\\_design\\_20131016.pdf](http://www.swinburne.edu.au/design/pdf/portfolio_guidelines_UG_design_20131016.pdf)

[http://www.swinburne.edu.au/design/pdf/portfolio\\_guidelines\\_PG\\_0810.pdf](http://www.swinburne.edu.au/design/pdf/portfolio_guidelines_PG_0810.pdf)

## 2. Timetable

Once a list of units is developed you will need to check that these units are available in your period of study by visiting <https://allocate.swin.edu.au/aplus/timetable/#subjects>

1. Enter the unit code at Step 3 and click Search.
2. When the unit code appears in Step 4, the code will be followed by either
  - HS1 = available in Semester 1
  - HS2 = available in Semester 2
  - HS1 and HS2 = available in both Semesters

**Note:** the Australian academic year is the opposite of the Northern Hemisphere academic year

- Semester 1: February – June
- Semester 2: July – November

Timetable information is released just prior to the start of each academic year. If the relevant timetable is not available we advise students to use the information from the current year as unit of study availability is often similar year-to-year.

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### Swinburne Abroad

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The information contained in this flyer was correct at time of printing (January 2015) but is subject to alteration and amendment without notice by Swinburne.