

## Student Information 2017

### *Exchange and Study Abroad students from partner universities*

Congratulations on being selected by your university to apply for Exchange at the University of South Australia. We look forward to welcoming you to Adelaide in the near future!

#### **Nomination by Partner University**

First, your home university must nominate you for exchange with UniSA – they do this by emailing the Study Overseas team directly. If you're not sure if you have been nominated, you should check with your exchange coordinator at your home university.

#### **Applying**

Once you have been nominated, you will receive a link to the online application system, here: [www.unisa.edu.au/exchange/apply](http://www.unisa.edu.au/exchange/apply). You will be asked to respond to a few questions before being prompted to register in the application system.

Once you have registered, you will be able to log in to view and update your application at any stage throughout the application process. You will be asked to nominate your selected courses during the application, so it is a good idea to have already identified some possible courses. More information on courses and course selection can be found on page 2.

The following documents should be uploaded with each application:

- Current transcript, including any courses which will be completed prior to commencement
- Evidence of English language proficiency (if required)
- English translations of all documents (if required)
- Details page and signature page of your passport

Documentation provided as a part of the application procedure should be certified either by public notary or by a staff member from your university.

#### **Study Periods & Deadlines**

The University of South Australia has 7 Study Periods throughout the academic year (February – November). The main Study Periods for Exchange and Study Abroad are:

##### **February - Study Period 2, 2017**

<b>Application deadline</b>	<b>1 November 2016</b>
Orientation	20 February 2017
Core Teaching and Assessment Period for Business School	27 February – 10 June 2017
Core Teaching and Assessment Period for all other Divisions	27 February – 01 July 2017

##### **June – Winter School, 2017 – Business School Only**

<b>Application deadline</b>	<b>1 April 2017</b>
Orientation	n/a
Core Teaching and Assessment Period for Business School	12 June – 04 August 2017

##### **July - Study Period 5, 2017**

<b>Application deadline</b>	<b>1 April 2017</b>
Orientation	17 July 2017
Orientation - Business School	07 August 2017
Core Teaching and Assessment Period for Business School	14 August – 25 November 2017
Core Teaching and Assessment Period for all other Divisions	24 July – 25 November 2017

Please take care to note the differing dates for courses in the Business School.

2017 Academic Calendar: <http://www.unisa.edu.au/Student-Life/Support-services/Student-administration/Academic-calendars/Academic-calendar-2017/#SP2>

#### **Orientation**

Orientation is **compulsory** so please ensure your travel plans enable you to arrive for the date listed above. You also need to allow enough time to remain in Adelaide for final exams and assessment

## Student Information 2017

### Exchange and Study Abroad students from partner universities

#### Courses

##### Full time course load

A typical full time course load is 18 units per study period (usually 4 courses x 4.5 units each) and 36 units for a full academic year (usually 8 courses x 4.5 units). International students can choose to study 13.5 units per study period. **Exchange/Study Abroad students must not be enrolled in fewer than 13.5 units or greater than 18 units per study period.**

#### Search for courses

Use the Course Information Search facility to search for **courses** (make sure the 'Courses' button is selected)

<http://programs.unisa.edu.au/public/pcms/home.aspx>

**We recommend you select at least 6 – 8 courses per study period** to allow flexibility with enrolment. Many courses fill quickly, we are unable to hold places and you may experience timetable clashes. We will approve as many courses as possible and they will be listed in your offer of admission. The University of South Australia is a multi-campus university so we suggest you select courses offered at no more than 2 different campuses. <http://www.unisa.edu.au/Campus-Facilities/Maps-Tours/>

##### Please remember to

- Select courses for the appropriate study period
- Select courses for the appropriate level of study
- Ensure you meet course pre-requisites

##### A note on course codes

Course codes comprise four letters and four numbers (i.e. TOUR 1001). The course TOUR 1001 is generally a first year level course, POLI 2013 is generally a second year level course etc. Course codes that commence with a 5 (i.e. COMM 5006) are generally postgraduate level and entry is restricted to students with the appropriate academic background. Postgraduate students will only be accepted if postgraduate level studies are included in the exchange/study abroad agreement between The University of South Australia and the partner university. Some agreements are for undergraduate studies only.

##### A note on changing courses

When you receive your offer of admission from the University of South Australia you may find the courses approved for your exchange are different to the original courses you selected. This can be because a course is no longer offered, a course is not offered in the correct study period (semester) or because you do not meet prerequisites for a particular course. In some cases the academic assessor will suggest alternatives and these will be included in your offer of admission.

Once you arrive in Adelaide you may wish to seek approval to enrol in courses other than those listed in your offer of admission. We will cover how to change courses during orientation week. Make sure you bring a copy of your home university transcript with you.

#### English Language requirements

If applicable, you must indicate a satisfactory level of English proficiency by providing evidence of;

- a TOEFL score of 550 (paper-based) or 60 (internet-based) taken within the last 2 years
- an IELTS (academic) score of 6.0 taken within the last 2 years
- Previous studies in English may also be taken into consideration, depending on the country of instruction

Depending on the course of study, students may also be required to attain specific sub-scores on the TOEFL/IELTS test. Full details of English language entry requirements are available at <http://www.unisa.edu.au/study-at-unisa/international-students/how-to-apply/english-language-requirements/>

#### Visas

Read more about obtaining a student visa:

- <http://www.immi.gov.au/Study/Pages/Study.aspx>
- <http://www.unisa.edu.au/ltu/students/start/before/international/visa.asp>

## Student Information 2017

### Exchange and Study Abroad students from partner universities

#### Overseas Student Health Cover (OSHC)

**Overseas Student Health Cover is mandatory** for all students studying in Australia (except students from Norway and Sweden). International students are required to provide evidence of OSHC for the duration of their student visa at the time of visa application.

<http://w3.unisa.edu.au/internationalstudentsupport/student/oshc.asp>

#### Student Services and Amenities Fee (SSAF)

A mandatory **Student Services and Amenities Fee (SSAF)** to support services of a non-academic nature is payable and you will be invoiced during the semester. Fees will be charged per semester dependent on the number of courses you take. For more information:

<http://i.unisa.edu.au/Campus-Central/Fees-and-Finance/Student-services-and-amenities-fee/>

#### Accommodation

**The University of South Australia does not own or operate accommodation facilities** (except at the Whyalla campus). UniSA International does not have the resources to assist exchange students locate accommodation. We strongly suggest that you visit the Accommodation Services website <http://www.unisa.edu.au/accommodation/>. The accommodation options listed on this site have been inspected by university staff and are considered appropriate for students.

If you have questions, please contact Accommodation Services <http://www.unisa.edu.au/Student-Life/Student-accommodation/Contact-us/>

#### Arriving in Adelaide

The University of South Australia offers On Arrival Reception, a **free service** available to all new international students:

<http://www.unisa.edu.au/Student-Life/Support-services/International-student-support-services/On-arrival-reception/>

On Arrival Reception must be organised at least 3 days prior to your arrival in Adelaide. To arrange, please complete the online booking form: <https://wapfarm.unisa.edu.au/Public/OnArrivalReception/StudentLogin.aspx>

#### Enrolling

You can enrol in your **approved** courses online before you arrive, or you can wait until orientation week. Please bear in mind though that **course enrolment opens for new students on January 18<sup>th</sup> 2017**. We recommend that you enrol as soon as possible after this date to ensure greatest success in securing your courses.

**Enrol online** - After you have accepted your offer and paid your Overseas Student Health Cover you will receive an email from the university containing your **username and password**. Once you have this information, you can enrol in your **approved** courses online. Not all courses open for enrolment at the same time so be patient and keep trying (*e.g. many courses in the Visual Arts area are open first to students studying that program and then to students from other discipline areas/exchange students*).

**Enrol during orientation** – Enrolment Assistance sessions are held during international orientation week. Staff will be available to assist you with the enrolment process.

#### Transcripts

At the end of your exchange, UniSA International will send **one copy** of your academic transcript to the Exchange Coordinator at your home university. You can purchase additional copies by completing an *Application for Academic Transcript form* - <http://i.unisa.edu.au/campus-central/Student-Forms/Student-Forms-2/#graduations>

- For students completing their exchange in Study Period 2, transcripts will be sent in **September**
- For students completing their exchange in Study Period 5, transcripts will be sent in **February**

## Student Information 2017

### *Exchange and Study Abroad students from partner universities*

#### **Other useful information**

Read our [Experience Adelaide](#) website for a guide to your student experience on campus and around Adelaide. Also check the [pre-departure and arrival website](#) for other useful information and tips!

Join us on **facebook**: <https://www.facebook.com/UniSA/>

#### **Compliance with the Australian Education Services for Overseas Students Act 2000 – ESOS Act**

In order to ensure compliance with the ESOS Act:

Exchange partners must give to prospective students, before they accept an offer for an Exchange/Study Abroad program at UniSA, current information (provided in writing or electronically) about:

- UniSA and its facilities, equipment and learning resources;
- the Exchange/Study Abroad program, its duration and assessment methods;
- program fees (if applicable) and refund conditions;
- the grounds on which the student's enrolment may be deferred, suspended or cancelled;
- the ESOS framework;
- living in Australia and the local environment of the relevant campus, including information about campus location, accommodation options and costs of living;
- the minimum level of English language ability and educational qualifications required for acceptance into the Exchange/Study Abroad program;
- any other information as required by the ESOS Act from time to time.

Exchange Partners must tell prospective students that:

- international students who come to Australia on a student visa must have a primary purpose of studying and must complete their Exchange/Study Abroad Program within the duration specified on their Confirmation of Enrolment (CoE);
- any school age dependents who accompany them to Australia are required to pay full tuition and other fees if they enrol in either government or non-government schools.
- UniSA must give Exchange Partners sufficient information to enable it to comply with its obligations under the ESOS Act.