



MONASH
College

WELCOME
TO MONASH
COLLEGE

monashcollege.edu.au/get-started

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Welcome to Monash College

Congratulations, you are about to begin your Monash journey. Studying overseas and living away from home is exciting! However, there is a lot to learn and prepare to make sure your transition is as smooth as possible. We have put together this guide to help you get ready for your course, information on how to get settled in Melbourne, and how to access the help you may need during your time with us. Sit back, relax and happy reading!



Things to do before you arrive

 Please tick

Get your health insurance

As part of your student visa requirement, you must have an Overseas Student Health Cover (OSHC). This is to ensure that you can access health services during your time at Monash College, should you need these services. You will need to do a medical check-up as part of the process of getting your health insurance. Also, make sure your vaccinations are up to date.

Our preferred provider is Allianz.

allianz.com.au

Apply for your student visa

To study in Australia you need a valid student visa. If you are under 18 years of age, you also need to have your guardian and accommodation arranged before the Department of Home Affairs can process your visa.

homeaffairs.gov.au/Trav/Stud

Book your accommodation

Where you live during your time in Melbourne will influence your experience. There are many accommodation options to choose from, and it's important to choose the one that's right for you. If you're studying in the city campus, we would recommend you live at Urbanest in the city. If you're studying at Caulfield or Clayton campus, we would recommend you live on-campus with the Monash Residential Services.

Read our accommodation brochure to help make your choice monashcollege.edu.au/publications

Book your flight

We recommend you arrive a few days before enrolment and orientation to help you settle into Melbourne. Enrolment and orientation is scheduled one week before the start of your classes. You will meet your teachers, make friends and learn important information on how to become a successful student at Monash College.

Book a free airport pick-up transfer

At Monash College, we welcome all new international students with a free airport transfer to take you from the airport to your accommodation.

To arrange a pick-up, please submit an airport transfer booking form at least three working days before you arrive. Family members arriving with you can also use the airport pick-up service. Just make sure you list all other family members' details on your airport transfer booking form.

(Note: free airport pick-up service will take you and your family members to ONE address only).

monashcollege.edu.au/airportpickup

Pack your bag!

Besides all your essential items, don't forget your:

- Laptop, charger and power-point adaptors
- A bilingual dictionary
- Spare glasses or contacts
- Your letter of offer, and photocopies of your important documents e.g. passport, visa grant letter, travel insurance and documents about any medical conditions or disabilities.
- Personal medication
- Summer and winter clothing

You can read the read full list of what to bring at: monashcollege.edu.au/get-started

BRING YOUR LAPTOP

You will need to bring a laptop or tablet to every class at Monash College.

When selecting your laptop or tablet keep in mind that you will be using it in class to complete learning tasks, find information, and collaborate with other students. Outside of class you will need it to complete assessment and assignments. For this reason, a smart phone as your primary device is not accepted by Monash College.

For more information on laptop and tablet requirements, download the Student Technology Essentials Handbook.

monashcollege.edu.au/technology-handbook



This is how the power outlet looks like in Australia. Make sure you bring the correct power adaptor.

BUDGETING AND PLANNING YOUR EXPENSES

It's important students and their parents understand the costs associated with living in Australia, in addition to the tuition fees. On average Monash recommends allowing \$28,000 a year to cover accommodation, food, health cover and entertainment.

Bring \$200 Australian currency for on-arrival expenses. This is to help you pay for a taxi fare or food for your first few days.

Cost	Yearly A\$
Rent (52 weeks)	7,800
Travel	3,000
International student health cover (OSHC)	380
Groceries and bills	4,200
Food (lunch from Monday to Friday)	3,600
Books, stationery and equipment	1,200
Clothing	960
Miscellaneous (such as entertainment and personal items)	4,200
Total yearly costs (including establishment)	27,090

All costs are approximate and vary depending on circumstance. For more information, visit: monash.edu/cost-of-living

TIP

Be aware of Australian laws regarding what you are able to bring into the country. You may also need to declare items to Australian customs officials in the form they give you on the plane.

homeaffairs.gov.au

Living in Melbourne

WEATHER

There are 4 seasons in Melbourne. Average temperature during summer are between 28-40 degrees celsius and winter can get as cold as 0 degrees celsius. In Melbourne the weather can change suddenly, so it is best to be prepared – take an umbrella and wear layers that can be worn as needed. July and August can bring strong, cold winds, so pack a windproof jacket. You should also check the ultraviolet (UV) index and protect yourself from the sun by using sunscreen, hat and sunglasses.



SUMMER
December – February



AUTUMN
March – May



WINTER
June – August
It rarely snows in Melbourne but it can get as cold as 0 degrees celsius.



SPRING
September – November

TRANSPORT

There are trams, trains and buses to travel around Melbourne. We use one card to travel on all public transports called the myki card. You can purchase the card at the airport, convenience stores or news agents for \$6. If you're an under 18 student, you will get a card mailed to you at your accommodation from your guardian. You can top up your card for travel online, at the train stations or bus.

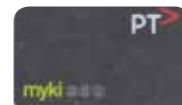


Image: Myki card



Download the free PTV (Public Transport Victoria) app on your mobile phone to plan your journey and check the timetable for all public transport options.



There are free tram zones located within Melbourne's CBD. That means you can use the tram for free within that area. Monash College at 222 Bourke Street campus is located within the free tram zone.

TRAVELLING BETWEEN CAMPUSES

From city to Clayton campus

Catch a train on the Pakenham/Cranbourne line. Get off at Huntingdale station. Catch bus number 601 that will take you directly to Clayton campus. This trip from city to Clayton will take approximately 35-40 minutes.

From city to Caulfield campus

Catch a train on the Pakenham/Cranbourne line. Get off at Caulfield station. The campus is located just 2 minutes away from the train station.

Between Clayton and Caulfield campuses

There is a free shuttle bus operating between Caulfield and Clayton campus with free Wi-Fi on board!

OPENING A BANK ACCOUNT

If you're under 18, your guardian can help you open your bank account. A photo identification is required to open a bank account, so make sure you bring this with you. If you study at Clayton, both Westpac and Commonwealth Bank are located on-campus at 21 Chancellors Walk.

MOBILE PHONE

There are numerous mobile phone and internet service providers in Australia; Optus, Telstra and Vodafone to name a few. If you're studying in the city campus, they are all within walking distance. If you're studying at Clayton campus, there is an Optus shop on-campus at 21 Chancellors Walk.



Understanding your Monash College course

MONASH ENGLISH

Our English programs will improve your English language skills to prepare you for entry into Foundation Year, Diplomas and the University.

Length of your English course

The length of your English program depends on the level of English required for your course.

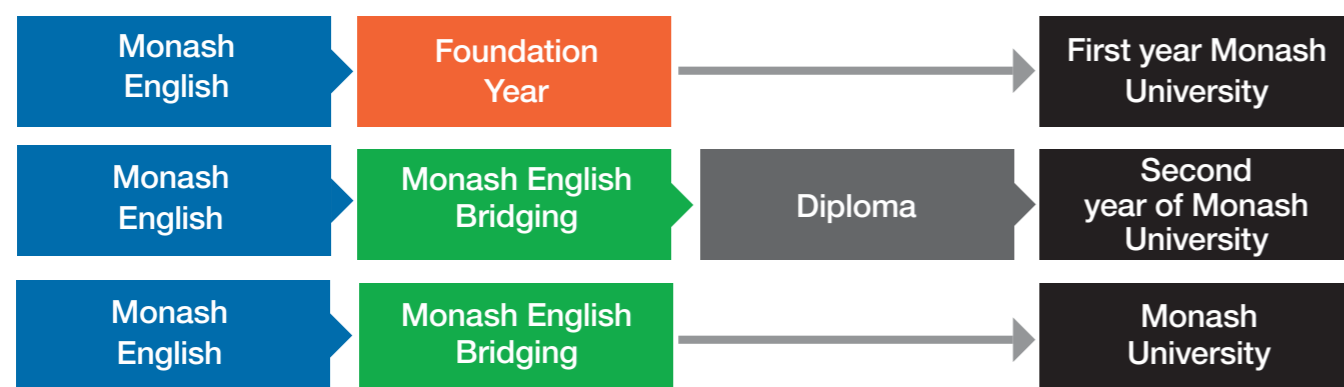
The entry point for each of your programs will be aligned to when your next course starts. This means that if you don't pass your English course, you may miss the intake for your next course and the overall duration of your course will extend.

When you're not performing your best

You will receive notices if you're not doing well in your course. And when that happens, make sure you approach your teachers and use the support services available to you on page 12.

Your study load

You will have four hours of class Monday - Friday and we recommend that you spend three hours a day outside of class time using the course resources, revising your classwork, completing homework and practising your English.



FOUNDATION YEAR

Foundation Year is a pre-university course that prepares you for first year at Monash University. You can go into any Monash University degree after completing Foundation Year.

Your Foundation Year subjects

Some university degrees will require you to do certain subjects during your Foundation Year. They are called prerequisites. So make sure you complete those subjects during your Foundation Year.

Two weeks before your enrolment, you will be sent an email advising you to pick what Foundation Year subjects you would like to do.

There are 13 subjects to choose from in the Foundation Year program.

Each subject is offered in two parts:

- > Unit 1 introduces you to the subject area and key themes
- > Unit 2 expands your knowledge and understanding

To successfully complete Foundation Year you must complete units 1 and 2 in English and at least 3 additional subjects.

You can still change your subject choices until day 2 of the start of your Foundation Year course, though it's in your best interest that you pick the right subjects straight away. If you're unsure of what subjects to complete in Foundation Year, speak to a careers adviser by emailing them on careers@monashcollege.edu.au or you can also talk to them at your orientation.

Progressing to Monash University

When you're about to finish your Foundation Year course, you will receive an email advising you to submit what degree you want to go into at Monash University. You can choose to stick to your original choice of degree made in your offer letter, or you can change it to something else.

DIPLOMA

The Diploma program is also a pre-university preparation course. However, you will only be studying subjects that are related to your Monash University degree. When you finish your Diploma part 2, you will go straight into being a second year* Monash University student!

*Some Diploma of Art and Design courses will only take you to first year second semester of Monash University.

Progressing to Monash University

When you're about to finish your Diploma part 2 course, you will receive an email advising you to submit what degree you want to go into at Monash University. You can choose to stick to your original choice of degree made in your offer letter, or you can change it to something else.

Find out more about your assessments, teachers and resources at:

monashcollege.edu.au/get-started

Studying at Monash College

LEARNING STYLE

The way you learn at Monash may be different from what you are used to. In addition to attending all of your classes, you will be required to complete readings and short tasks before and after your class. During your class, your teacher will ask questions and lead discussion to further develop your understanding of course materials. This will prepare you for success when you enter Monash University.

TEACHERS

All of the teachers at Monash College are experienced in teaching international students. This is important as they understand that studying in another country can be challenging. They offer extra support both in and out of class to help you achieve your full potential. If you have any concerns about your studies, first speak with your teacher and they may suggest you attend a drop in session, workshop or speak with a member of the learning support team.

WORKSHOPS AND DROP-IN SESSIONS

Teachers will be your main point of contact and you'll get regular feedback from them. You'll also be able to access other resources to support your studies such as workshops after class, online study tools and tutorials to help you prepare for exams. When you start your course, be sure to check the workshop and drop-in sessions available to you. There is something on, every day of the week.

ONLINE LEARNING PLATFORM

Everything you need to help you succeed is located on our Monash College student website named Moodle. Moodle is an online learning platform where you will find notes for every subject and every class. This is how your teachers will communicate with you. Make sure you check Moodle every day.

It's also important that you check your Monash email address daily to check for important information about your studies and progress.

ASK FOR ASSISTANCE

It is important that you take responsibility for your learning from day one. Each unit has a series of assessments and many occur within the first four weeks of your course. Based on your results you will know how well you are tracking throughout the unit.

If you are finding the first few weeks challenging, speak to your teacher or learning adviser straight away. Don't leave it until the end of semester.

If you are struggling in the first few weeks, speak to your teacher or learning adviser straight away. Don't leave it until the end of semester.

LIBRARY AND LEARNING CENTRE (LLC)

Each campus has a dedicated space where you will find books, online resources and librarians to help you find what you need. This is a great place to study, with friends or on your own.

LAPTOPS

Suitable computer equipment is important to help you perform well in your studies. All course materials are available online and you will need access to a laptop in class and at home to complete your assessments. Which laptop you choose is up to you. We have guidelines available to help you select the right laptop.

monashcollege.edu.au/technology-handbook

WHAT IF YOU DO NOT PASS YOUR UNITS?

If you fail a unit during the term/semester/trimester, you will receive an *Academically at Risk Warning* letter – notifying you that you have failed and telling you to arrange a meeting with an academic adviser. During this meeting we will work with you to develop a study plan with extra support.

If you fail a unit the following term/semester/trimester and are at risk of not successfully completing your course, you will be issued a Notice of *Unsatisfactory Academic Progress*. At this stage you will need to meet with the Academic Progress Committee to determine if you are able to continue your studies.

Remember to ask assistance as early as possible if you feel like you're struggling in your course.



Your support services at Monash College

Once you arrive at Monash College, you may have a lot of questions about your course, your accommodation, your studies or even your wellbeing. No question or issue is too small, so please make sure you speak up if you have any concerns. We are all here to help you.

EXPLORE MELBOURNE AND MAKE FRIENDS

In case you've forgotten, you will be living in the world's most liveable city! Make sure you explore the city, the food, the sports and all it has to offer. To help you do that, our student engagement teams organise on-campus events and off-campus recreation activities. Learn how to surf, pat a kangaroo or watch the famous Australian Open.

Make sure you check out events you can participate in and sign up early, spots usually book up quickly! All off-campus trips are subsidised, so the price is student friendly.

Visit: monashcollege.edu.au/recreation-program

ACADEMIC HELP

On top of attending your classes, you can meet your teachers one-on-one outside of class by making an appointment with them. If you still need help with learning strategies, time management or how to work on your assignment, you can get help from our learning advisers by attending their drop in sessions or making an appointment with them.

Monash English students, email me.help@monashcollege.edu.au

Monash English Bridging students, email meb.help@monashcollege.edu.au

Foundation Year students, email learningskills@monashcollege.edu.au

Monash College Diploma students, email learning.consultant@monashcollege.edu.au

CAREERS ADVICE

Already thinking about your career or still not sure what degree you want to do at University? Find out how to apply for a scholarship, look for a job or write your resume. Speak to a careers adviser who can help you plan for your future career.

email: adviser@monashcollege.edu.au

COUNSELLING SERVICE

Speak to a counsellor on campus about personal or emotional problems, especially if they are getting in the way of your success with study. All your discussions with the counsellor are confidential and will not be communicated to your parents without your permission.

email: counselling@monashcollege.edu.au

SAFETY AND SECURITY

Your safety is our top priority. All of our campuses are secure environments with reception, security and trained first aid staff. In an emergency, call 000 for fire brigade, police and ambulance.

After hours support is available to all Monash College students. Whether you have lost your wallet, are locked out of your accommodation or not sure how to get home, there is someone available to help.

T: 1800 725 315

GUARDIANS

As an under 18 student, we will appoint a Monash guardian for you. Think of us as a friendly face you can turn to whenever you need help. We're here to help you get setup in Australia, arrange medical appointments, ensure your mental wellbeing and provide academic support. Should you have any emergencies, we'll be there to provide support and notify your parents. Your guardian will check-in with you regularly and ensure you are attending your classes and arrive home safely each night. Make sure you save your guardian's mobile number on your phone!

email: guardians@monashcollege.edu.au

ACCOMMODATION

You may have questions about changing accommodation, reading your rental agreement or finding a suitable living arrangement. Our accommodation team is here to help you find the best accommodation during your study journey.

email: accommodation@monashcollege.edu.au

HOMESTAY

Homestay is an accommodation option whereby you live with an Australian family. This is a great way to practice speaking English and experience Australian culture first hand. If you live in homestay or intends to live in homestay, you can discuss any questions or issues with our homestay team.

email: has@monashcollege.edu.au

STUDENT ADMINISTRATION

Other general enquiries such as:

- > Timetable
- > Course progression
- > Attendance
- > Enrolment
- > Academic documents
- > Student ID

email: student.admin@monashcollege.edu.au



Information for **parents**

You can rest easy knowing your child is looked after.

Your child starts their journey with Monash College at orientation and enrolment week. This first week is all about helping them settle into Melbourne and Monash College, making new friends, finding their way around campus and informing them with all the information to help them succeed.



AT THE START

Your child starts their journey with Monash College at orientation and enrolment week. This first week is all about helping them settle into Melbourne and Monash College, making new friends, finding their way around campus and providing them with all the information they need to succeed.

THEIR ASSESSMENTS

Each unit has a series of assessment and many occur within the first four weeks of their course. Based on their results, your child will know how well he/she is tracking at this stage. Assessments start around week 4 with quizzes or tests and students are monitored closely for their progress. Monash College provides and given plenty of support both inside and outside class to help them succeed.

WE WANT TO HELP

If your child is struggling in the first few weeks, encourage him/her to speak to a teacher or learning adviser straight away. Don't leave it until the end of semester.

We encourage all students to utilise our support services. Even high performing students can benefit from assistance. Our goal is to ensure all students are prepared with the skills and strategies needed to perform at their best.

We encourage you to have your child speak up and request our teams to assist them wherever we can help.

WHAT HAPPENS IF THEY FAIL?

In very few instances, students may fail a unit during the semester. If they do, they will receive an *Academically at Risk Warning* letter - notifying them that they have failed and requesting them to arrange a meeting with an academic advisor. During this meeting we will work with your child to develop a study plan with extra support.

If your child fails a unit the following term/semester/trimester and are at risk of not successfully completing the course, your child will be issued a *Notice of Unsatisfactory Academic Progress*. At this stage your child will need to meet with the Academic Progress Committee to determine if he/she is able to continue their studies. Prior to this step, students will have had many opportunities to seek additional assistance from Monash College support teams.




If you have any questions or are concerned about your child, feel free to refer them to any of the support services mentioned in page 12. Additionally, if your child is under 18, you can contact our guardians directly to discuss your child's academic progress and well-being, 24/7.

You can also email student.admin@monashcollege.edu.au and quote your child's 8-digit student ID.





All Monash College staff are ready to help your child succeed in their study.

Our city campuses

Walking trails

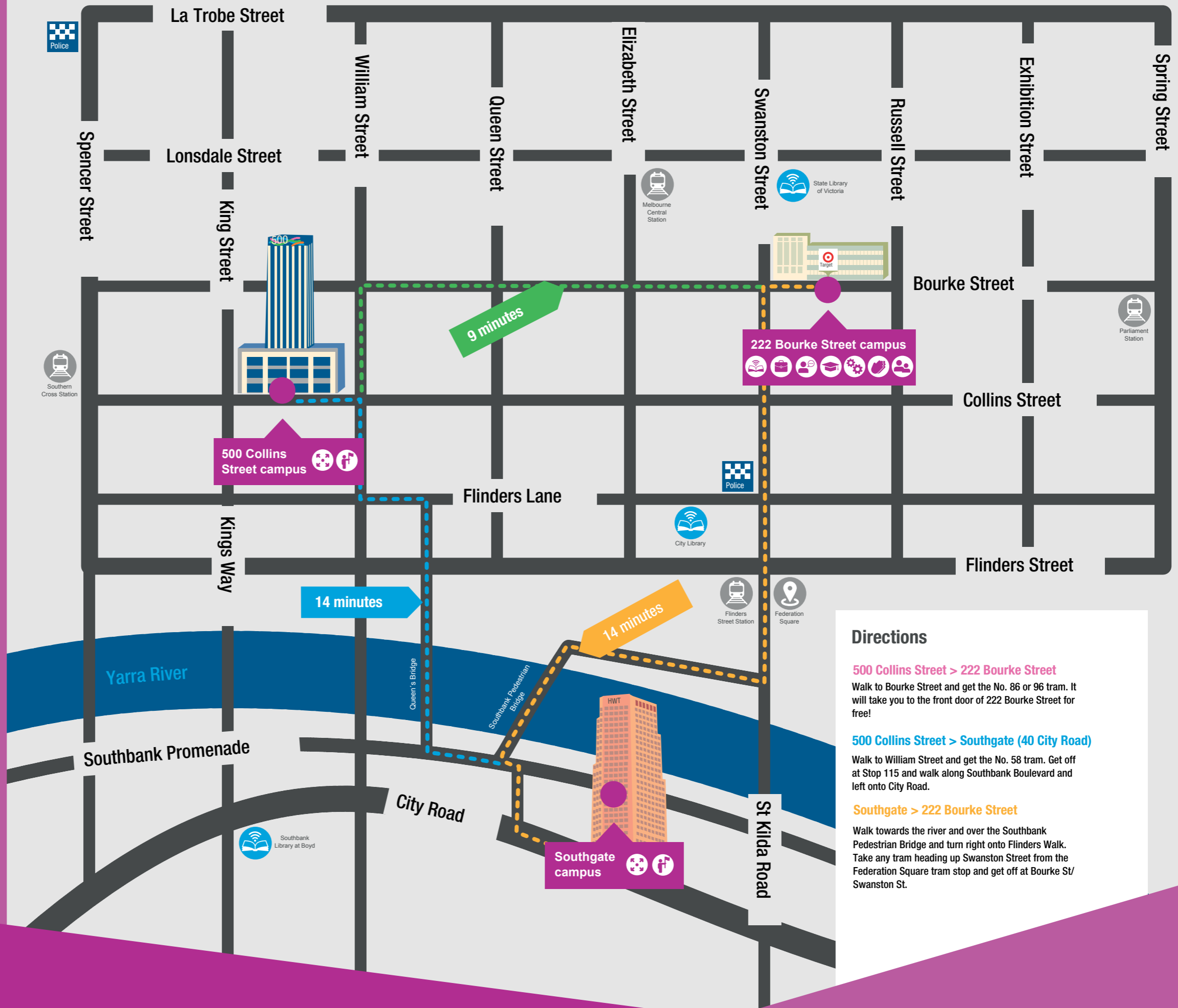
-  route between 500 Collins Street and Southgate
-  route between Southgate and 222 Bourke Street
-  route between 222 Bourke Street and 500 Collins Street

Campus services

-  Library and Learning Centre
-  Careers Adviser
-  Counsellor
-  Student Engagement Team
-  Library and Learning Centre Coordinator
-  Student Administration
-  Guardians
-  Course Coordinators
-  Prayer Room

Public amenities

-  Train stations
-  Public libraries
-  Police stations



Directions

500 Collins Street > 222 Bourke Street
Walk to Bourke Street and get the No. 86 or 96 tram. It will take you to the front door of 222 Bourke Street for free!

500 Collins Street > Southgate (40 City Road)
Walk to William Street and get the No. 58 tram. Get off at Stop 115 and walk along Southbank Boulevard and left onto City Road.

Southgate > 222 Bourke Street
Walk towards the river and over the Southbank Pedestrian Bridge and turn right onto Flinders Walk. Take any tram heading up Swanston Street from the Federation Square tram stop and get off at Bourke St/ Swanston St.

Visit the public transport website for more travel information
ptv.vic.gov.au



MONASH
College

General enquiries

E: student.admin@monashcollege.edu.au

Clayton campus

T: +61 3 9905 5261

Postal: 49 Rainforest Walk,
Monash University
Clayton VIC 3800

City campus

T: +61 3 9903 8700

Postal: Level 3, 222 Bourke Street
Melbourne 3000

monashcollege.edu.au/get-started