

International Programs  
Participant Guide 2009

# Australia

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**CSU** **The California State University**  
OFFICE OF INTERNATIONAL PROGRAMS

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This *Participant Guide* is designed to assist you with your preparation for your year abroad. We encourage you to share this information with your family and friends so that they can share in your experience. The *Guide* is revised annually and we welcome your suggestions.

Leo Van Cleve, Director

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### Section II:

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# Introduction

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## **The Participant Guide**

Congratulations on your acceptance to the California State University International Program in Australia. It will be an exciting and challenging year. We are pleased that you will be joining a unique group of CSU students and wish you the best for your time abroad.

This *Participant Guide* is designed to help you deal with the various requirements for participation in IP. Carefully read the detailed information that follows in the various sections. They contain a lot of information about planning and paperwork you will need to do. You should also take this with you when you go abroad. We know that there are a lot of facts to absorb and a lot of things you have to do. Bear in mind, however, that you are going to be spending an academic year at a different university in a different region of the world—assuredly, a very complex undertaking. We will try to make it as easy as possible, but it will still require considerable effort on your part.

Undoubtedly, you have a lot of questions and as you go through the process of preparation you will have more. In addition to this booklet there will be a Regional Orientation that we strongly urge you to attend.

Although this *Guide* is revised and updated each year, it is based on the advice, insight and experience of thousands of students who have studied abroad on IP. Your own experience will be a personal and independent one. Studying and learning in an unfamiliar educational system, exploring the neighborhoods, learning your way around, finding your own place to meet and socialize – these will be part of your discovery of Australia, and we wish you all the best. One of the most common pieces of advice from returning students is to keep an open mind. Be flexible and use diplomacy and humor to gain a better understanding of your new surroundings.

## **The CSU International Programs: An Overview**

The International Programs (IP) was established by the CSU Board of Trustees in 1963 as the systemwide study abroad unit of The California State University. Under the direction of the Office of International Programs (OIP), students are offered an opportunity to enroll simultaneously in one of the CSU campuses—where they earn academic credit and maintain campus residency—and in a host university or a special study program center abroad for a full academic year of study.

IP's primary objective is to enable participants to gain firsthand knowledge and understanding of other areas of the world through a year of academic study. Students have the opportunity to increase their communication skills through participation in the language and culture of other countries.

Some overseas study centers have a Resident Director charged with the academic, administrative and advisory aspects of the program. Resident Directors are faculty members in the CSU. Other centers have either a Resident Coordinator who performs the functions of a resident director but is not a CSU faculty member, still others are administered by a responsible officer of the host institution.

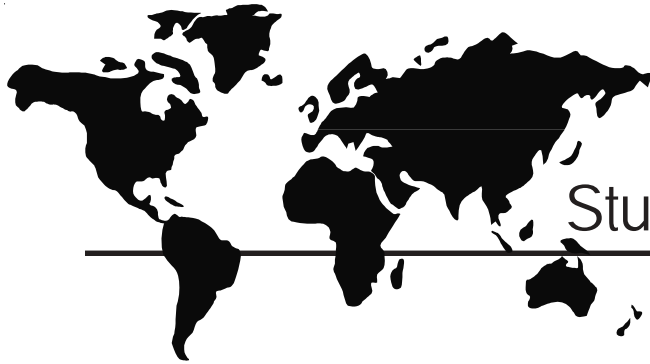
Eligibility is limited to students who have achieved an overall grade-point average (GPA) in all college work of 2.75 at the time of their application to the program (except for Australia, Chile, Japan, New Zealand, Taiwan, the United Kingdom and specified programs where the minimum GPA is 3.0); who will have upper division or graduate standing during their year of study abroad (except for special learn language programs which are open to sophomores); who show ability to adapt to a new environment; who are, where required, sufficiently competent in the language of instruction at the foreign university; and who meet course preparation requirements where applicable. Selection is made by a faculty committee on the student's home campus and by a statewide faculty committee. Since more students apply than can be selected, selection is on a competitive basis.

Students assume costs for predeparture processing, insurance, transportation, housing and meals. The campus registration fee (the State University Fee), tuition on the home campus for nonresident students, and personal incidental expenses or vacation travel costs while abroad are also paid by the student. OIP collects and administers funds for those items that must be arranged or can be negotiated more effectively by a central office, e.g., the State University Fee (and nonresident tuition, where applicable), processing costs, insurance, and even housing in some centers. Students accepted by IP may apply for most types of financial aid available at their home campuses.

IP is supported by State funds to the same extent that such funds would have been expended had the students remained at their home campuses in California rather than going overseas.

IP has a faculty advisory body called the Academic Council on International Programs. It is composed of a faculty representative from each CSU campus. Representatives are appointed by their local Academic Senates and are eligible to serve two terms of three years. Three former IP students are appointed annually to full membership on the Academic Council.





# Student Policies and Procedures

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## Your Acceptance to International Programs (IP)

The first thing we will need to know is whether you still plan to participate in IP. If you do, please sign and return the Agreement form by **October 15**. A copy for your records is included in the "Agreement" section of this *Guide*. If you do not plan to participate, please inform us in writing as soon as possible, so that an alternate participant may have the opportunity to take your place.

Alternate participants are selected for some programs when the number of qualified students exceeds the places available overseas. Alternates take the place of regular participants who withdraw before departure. If you were selected as an alternate, you must complete all requirements and make all payments just as if you were a regular participant. Based on previous experience, alternates have a good chance of ultimately becoming regular participants. You will be informed immediately when your status changes to that of regular participant.

## Being an IP Participant

Being part of an established program, such as IP, involves commitments on the part of the participants as well as on the part of the program. At times, you will be expected to behave as a member of a group, such as at the on-site orientation and in other program activities. There are rules and regulations that you will be required to comply with as a program member that students who go abroad independently may not have to consider. While IP students generally have a great deal of independence while overseas, it is the case that your actions may affect your group or future groups of IP students. Thus, it is important to develop a sense of responsibility toward the program as well as your fellow IP participants.

## The Systemwide Office of International Programs

Now that you have been selected for IP, you have become part of a statewide program. The details of your year overseas will be handled by the systemwide Office of International Programs (OIP) rather than by your individual CSU campus. **From now on, all questions about your participation in the program should be addressed to OIP.**

When making inquiries, we ask that you and not your parents contact us. Having supportive parents contributes to your success overseas; however, when it comes to the details of your participation, you must handle your affairs firsthand.

We are located in downtown Long Beach at the CSU Office of the Chancellor, not on the CSU, Long Beach campus as many assume. Our address is:

CSU International Programs  
401 Golden Shore, Sixth Floor  
Long Beach, California 90802-4210

Our telephone number is: (562) 951-4790. Please note that we are unable to accept collect calls from students.

### OIP Staff:

Mr. Leo Van Cleve, Director  
Ms. Jolene Colman, Department Secretary  
Ms. Jan Terborg, Campus Relations Administrator  
Ms. Sharon Okashima, Assistant Director, Finance  
Ms. Joyce Cury, Student Funds/Scholarship Coordinator  
Ms. Dana Rosón, Assistant Director, Student Services  
Ms. Jeanine Beu, Student Services Assistant  
Ms. Danielle Pattee, Student Affairs Assistant  
Ms. Renata Bouwmeester, Assistant Director, Academic Services  
Ms. Laura McCrary, Academic Services Assistant

Since IP participants come from all over the state, we will be communicating with you mostly in writing or by telephone. When calling or writing OIP, please make sure you indicate your CSU campus and overseas center so that we can identify you easily. Please feel free to contact us if you have questions about any aspect of your preparation for studying overseas.

While you are overseas, financial, academic, or other issues at your home campus may arise. In most cases, it is

not in your best interest to contact your campus directly. It is often much simpler for us to solve such problems as we are aware of your special status as an IP student. You should write to OIP through your Resident Director, Resident Coordinator, or host university contact. As those individuals are in close communication with OIP, we can contact the campus on your behalf.

## Information for Participants

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All participants receive the following:

**The *Participant Guide*** - Outlines requirements, policies and procedures regarding various aspects of your upcoming year, and gives advice on personal preparation.

- **The *IP Bulletin (Included in this Guide)*** - Describes the academic program and lists course offerings, or provides Internet links containing course descriptions. You will need this information in order to complete Academic Advisement form with a faculty advisor.
- ***Student Experience Report (Included in this Guide)*** Input from the current year participants at your center provides helpful information about the year overseas from the student perspective.

**Online Packet #1** - Includes the forms necessary for your participation in IP. Before completing the forms, be sure to look over the relevant sections of this *Guide*.

## Deadlines

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- To make sure that all processing is completed in time, there are deadlines that have to be met. To help you identify these due dates, a pointing hand symbol ➡ appears each time a due date is mentioned. You should mail all items to arrive by the dates indicated.
- In the front of this *Guide* there is a list of the due dates; failure to do so may jeopardize your participation in IP.
- If you have a problem completing a requirement, making a payment, or submitting any form on time, please call us for advice before the deadline. **It is not necessary to send materials and payments to OIP by overnight mail.**

## Change of Address

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Address • Telephone number  
Cell phone number • Email address

**It is your responsibility to notify us if your contact information changes.**

It is very important that we always have up-to-date contact information on file for you. **It is your responsibility to let us know if this information changes.** Check the envelope this mailing came in to see that we have accurately recorded your name and current mailing address. Anytime there is a change in your address, telephone num-

ber, cell phone number, or email address between now and departure, please send us a Change of Address/Contact Information form. This form is included in Packet #1 online.

## Registration

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Do not register for classes at your home CSU campus while you are studying abroad. OIP arranges for you to be concurrently enrolled at your overseas study center and at your home campus.

**Home campus registration for the term you return is once again your responsibility.** Check your CSU campus' website for information on registration for that term. You may need to contact the campus to make sure that they have you as a continuing student as well as a current address.

## Nonresident Students

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IP is designed to provide CSU students the opportunity for an in-depth intercultural experience within a structured academic program. Participants are selected without regard to national origin, citizenship, or residence status. In a competitive situation, however, priority is normally given to those applicants who have not had extensive intercultural experience.

Resident aliens are advised to check with the US immigration officials on the possible effects of residence outside the US. Visa students must check with both their home country consular offices and the consular officers of their IP country to determine if any restrictions exist that might preclude participation. Students who are, or have been, citizens of their IP country may have additional restrictions or requirements placed on their admission by the host government and/or university. As an example, German universities require German citizens to possess the *Abitur* to qualify for admission. In all these cases, OIP needs to be informed.

Nonresident US citizens who are otherwise eligible to participate may apply to IP. Such students are subject to non-resident tuition charges.

## Transfer Students

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**If you are a transfer student** (entering a CSU campus for the term you are going abroad), you must provide OIP with two items: **a copy of your letter of admission** to the CSU campus, and **an updated transcript** from your former college/university. These items must be sent to OIP no later than ➡ **October 15.**

## Payment of CSU Fees

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Do not pay fees to your home CSU campus during the year you are participating in IP. Instead, you will make program payments to OIP. Nonresident students are required to pay the nonresident tuition charges to OIP as well.

## Extracurricular Activities

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Opportunities to participate in extracurricular activities are normally available at the overseas centers. Weekend trips, field trips or tours may be sponsored by student organizations or by the host university. Opportunities for individual or team sports may be available. Some of these activities are arranged under the auspices of the host university, and others may be available in the community. Cultural norms tend to determine the type and variety of athletic facilities, and few foreign campuses offer the athletic facilities and opportunities to be found on the typical CSU campus.

To some, international education is synonymous with travel. IP students are encouraged to avail themselves of the many opportunities they will encounter for recreational and educational travel abroad during and after their year of study. IP does not, however, give academic credit for travel, and such travel must not interfere with academic responsibilities. Recreational travel must be carried out during vacation and holiday time and not during class time. Students have the opportunity for extended travel at the end of the academic year. Costs for such travel are not included in the prepaid fees or cost estimates.

Hitchhiking is a dangerous practice and all IP students are strongly encouraged to avoid it.

Students are expected to maintain regular attendance in classes and to remain at the study center during the academic terms. During any absence from the study center, students should provide the Resident Director or host institution staff with details of their itineraries so that, if emergencies arise, the student can be contacted.

## Housing & Meals

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When housing and/or meal arrangements are made on a group basis by OIP, these must be used by participants. Request for exceptions to this requirement must be submitted in writing by **October 15**, and are reviewed by OIP on an individual basis. Married students and students with accompanying dependents may be required to make their own housing and meal arrangements even in cases where the program provides housing for single students. At study centers where students make individual housing decisions, they are individually responsible for fulfilling the financial and legal aspects of occupying their residences.

## Changing Housing

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If students begin the year in program-arranged housing, they may move out on an approved basis only if the following conditions are met:

- The host university dormitory authorities or other owner-managers concur and the student has met the terms of the lease or agreement.
- The move will not jeopardize the availability of housing for the following year.
- The Resident Director or Resident Coordinator, where applicable, approves.

- Any applicable penalty or quittance fees are paid.

Any refund to the student for prepaid housing fees will be made only to the extent that the housing authorities are willing to release IP from commitments made on behalf of the student.

In centers where IP places students in family-stay housing (e.g., Denmark, Japan, Mexico), termination of the arrangement before the end of the academic year may be accompanied by an assessment of two months' rent. The Director of International Programs will make the final decision as to whether this early termination charge will be levied; if so, it will be paid in full to the family affected.

If a student moves out of program-arranged housing for personal convenience, or is ejected from program-arranged housing as a result of misconduct, IP will not stand responsible for securing replacement housing for the student.

The terms of lawful leases, signed by students who occupy accommodations at IP study centers, and as interpreted by local officials under the terms of host country law, take precedence over IP's housing regulations. Students are subject to the full range of civil penalties for abuse of property or evasion of contractual obligations abroad in the same way they are subject to such provisions at home. Where legitimate debts arise from accepting accommodations owned or managed by the host universities, or other public entities associated with these universities, such debts may become debts owed to the Board of Trustees of The California State University and to the State of California.

## Withdrawals

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### Prior to Departure

Students who decide not to participate in IP must complete the Predeparture Withdrawal Notification form and submit it to OIP as soon as possible so that alternate students may be offered the opportunity to participate. Refer to the next section for information on possible refunds. These students retain their status as continuing students at their home CSU campuses. It is their responsibility to contact their home campus regarding registration for the upcoming term.

### After Departure

Because of the extensive commitments made by the State on each student's behalf, withdrawal after departure is a very serious matter. Students who request withdrawal at any time after arrival at the overseas site must consult with the Resident Director or Coordinator or host university representative, and complete the Program Withdrawal form.

Students who discontinue their academic programs without notifying the overseas staff or OIP may receive failing grades in all courses. Withdrawal after departure constitutes withdrawal not only from IP, but also from the student's home CSU campus for the remainder of the current term.

Students who are receiving financial aid should consult their home campus Financial Aid Office regarding any return or repayment of grant or loan assistance received.

In some instances, a change in visa status as a result of withdrawal from IP, and thus no longer having student status, may mean having to leave the host country immediately.

In all cases of withdrawals and disenrollments, students assume full responsibility for their return to their home, and thereby remove all liabilities and responsibilities from OIP representatives and staff and the Trustees of The California State University.

## Refunds

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Students are entitled to a full refund of all funds paid, less any funds already committed or expended on their behalf, provided that written notice of withdrawal is received by OIP **prior to November 15**.

Students who withdraw or are disenrolled **after November 15**, but before the beginning of instruction, will receive a refund of all monies paid to OIP less \$500 or an amount equal to funds committed or expended on their behalf, whichever is greater.

Students who withdraw or are disenrolled **after the beginning of instruction** will receive a refund of all funds not already committed or expended on their behalf.

State University Fee refunds will be based on the amount paid to OIP, effective withdrawal date, financial aid status (if applicable) and enrollment status at the overseas university.

**No refunds will be made for health insurance cancellations after departure.**

**No refunds will be made for nonparticipation in IP group activities.**

**Determinations concerning eligibility for refunds and the amount and date of refunds shall be made at the discretion of the Trustees.**

If students who receive financial aid withdraw, they may be required to make immediate restitution of monies awarded for participation in IP.

For those students who fully participate in the program, a separate accounting is made to each participant of all funds collected and expended on their behalf by OIP. As OIP makes liberal estimates of costs to cover all likely contingencies, there is usually a small amount of money left in each student account. These funds are normally returned to the students as a post-program year refund. Refunds to students are made at the sole discretion of the Board of Trustees. The Director of the International Programs, as agent for the Trustees, may make exceptions to this policy at any time without advance notice, and may make individual determinations. In particular, the Director may withhold refunds in those cases where students have not appropriately discharged their legitimate debts and claims to host institutions overseas. Refunds are processed at the end of the academic year, when a full accounting can be made. Completing this final accounting may take up to three months or more after the end of the academic year, depending on billing practices in the host country.

## Renewal Students

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IP is designed as a one-year academic experience; however, some students will want to spend a second year overseas. Renewal applications will be considered taking into account the following factors:

- The renewal applicant does not take the place of an eligible first-time participant.
- Graduate students are not eligible to renew.
- The overseas center and host university can accommodate the student and assume the additional academic and administrative responsibilities.
- The renewal applicant has the support of the overseas Resident Director or Coordinator or host university representative, home campus administrators, and the academic advisor.
- The renewal application is received in OIP by March 1.

## Students with Dependents

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If you indicated on your application that you will be accompanied overseas by your spouse and/or children, you must complete a copy of *Information for Students with Accompanying Dependents* which you will find in Packet #1 online. It discusses some topics such as housing and child schooling, and the attendant extra expenses. Also included are *Instructions for Students with Dependents* listing the items that OIP needs from you and a worksheet for you to calculate the extra expenses for your dependent(s). The *Application for IP Group Health and Accident Insurance for Accompanying Dependents* (also in Packet #1) should be sent to OIP by **October 15**.

Note: OIP can provide assistance to **legal** dependents only, i.e., spouses and children.

## Student Conduct

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### General

During their stay overseas, IP participants are not only responsible for their own personal conduct, but how their actions reflect on IP, the CSU, the State of California, and the US. Abuse of the hospitality of a host university or community on the part of a few can result in the loss of opportunities for many. It is important, therefore, that participants pay particular attention to the acceptable norms of conduct in their respective host countries and abide by those standards. Under most circumstances simple honesty, courtesy, restraint and respect for the law are usually sufficient guides for proper conduct anywhere.

Standards of student conduct for IP students are established both in domestic and host country law, policy, and practice. The standards of conduct also form part of the agreement signed between the student and the CSU Board of Trustees. In some cases, host countries and institutions apply standards that differ substantially from those normally applied within the CSU. The CSU has concluded agreements with host institutions abroad that recognize the au-

thority of those institutions to apply their own standards to CSU students. It is incumbent, therefore, on students to be fully aware of their responsibilities to the CSU as well as to the host university and country.

### **Unacceptable Conduct**

IP students are selected for their maturity and seriousness of academic purpose. These qualities are inconsistent with inappropriate or unacceptable conduct and such conduct is exceedingly rare among the members of this group. To be clear, however, the following constitute unacceptable conduct:

- cheating or plagiarism in connection with an academic program;
- forgery, alteration, or misuse of official documents, records, or identification, or knowingly furnishing false information;
- misrepresentation of oneself or of an organization to be an agent of the CSU International Programs;
- obstruction or disruption, on or off International Programs property, of the educational process, administrative process, or other official function;
- physical abuse, on or off International Programs property, of the person or property of any member of the International Programs staff, faculty, or student body, or the threat of such physical abuse;
- theft of, or non-accidental damage to, International Programs property, or property in the possession of, or owned by, a member of the International Programs faculty, staff, or student body;
- unauthorized entry into, unauthorized use of, or misuse of International Programs property;
- the sale or knowing possession of dangerous drugs, restricted dangerous drugs, or narcotics, as those terms are used in California statutes, except when lawfully prescribed pursuant to medical or dental care, or when lawfully permitted for the purpose of research, instruction, or analysis;
- possession, or use of, explosives, dangerous chemicals, or deadly weapons on International Programs property;
- engaging in lewd, indecent, or obscene behavior;
- abusive behavior directed toward, or hazing of, a member of the International Programs community;
- violation of any order of the Director of International Programs, or of the Resident Director;
- violation of International Programs rules and regulations as specified in official International Programs publications and correspondence;
- failure to attend classes to the extent normally required;
- failure to carry out a required portion of the program;
- violation of the laws of the host country or the political subdivisions thereof;

- violation of the rules and regulations of the host university institution;
- violation of the terms of stay or visa restrictions imposed by the host country;
- participation abroad in any event, activity, or conspiracy of a political nature, or the making of any public statement which might tend to embarrass or inconvenience the CSU International Programs or endanger the welfare of participating students;
- conduct which might be harmful to the International Programs or infringe upon the opportunities and benefits available to participating students;
- failure to discharge lawful debts abroad in a responsible and timely manner;
- conduct which represents a danger to the personal safety of the student involved or to other students, faculty, or staff members;
- flagrant disregard of local customs, mores or beliefs which might result in offending or antagonizing host country citizens or officials;
- violating the rights of any other participating student or students, faculty or staff members;
- soliciting or assisting another to do any act described above.

### **Sanctions**

Each International Programs student signs an agreement with the CSU Board of Trustees which recognizes the authority of the Director of International Programs as the agent of the Board of Trustees, and at the sole discretion of the Director, to apply appropriate sanctions for the violation of the above items of unacceptable conduct, or other items of unacceptable conduct which the Director, again at the sole discretion of the Director, shall establish. Such sanctions are rarely applied, but must be brought to the attention of program participants:

- **Reprimands** – Verbal or written notice of unacceptable conduct. Reprimands set forth requirements for improvement of behavior and are intended to assist the student in correcting that behavior as part of the educational process where the conduct is remediable;
- **Probation** – Written notice of unacceptable conduct which sets forth specific terms required to avoid termination of enrollment where such conduct is deemed remediable, but of a serious nature;
- **Disenrollment** – Disenrollment and expulsion of a student from IP is the final sanction available to the Director of International Programs as a means to remove students from the program who have committed serious infractions and whose unacceptable conduct is deemed unremediable. Students being considered for disenrollment are provided a fair and timely opportunity to explain, justify or deny the behavior in question, or to raise matters of mitigation prior to any decision to disenroll. Disenrollment means termination of

status as an enrolled student, the probable termination of legal status in the host country, and withdrawal from the academic program at the host institutions abroad with all of the attendant academic and personal consequences thereof. Disenrollment from IP is not necessarily prejudicial to a continuation of enrollment at the student's home CSU campus; depending on the seriousness of your action, students may be subject to additional action.

- **Summary Disenrollment** – On those occasions where serious incidents of unacceptable conduct are combined with any form of imminent danger to the personal safety or health of the student involved, or where any threat to the safety, health or well-being of any other student participant, faculty member or staff member is involved, or where the continued operation of the International Programs is placed in imminent jeopardy by the conduct of the student involved, the Director of International Programs may carry out, at his sole discretion, an immediate disenrollment of the student involved without opportunity of appeal or mitigation.

### **Grievances**

Students who believe that they have been treated unjustly, or have been victims of an error on the part of the staff or the administration of IP, should make every effort to resolve the issue by consulting the Resident Director, if applicable, or the Director of International Programs. Should there be no satisfactory resolution of the problem, it will be the responsibility of the Director of International Programs to advise students with grievances in a timely manner on the availability of additional channels of appeal or assistance as may be appropriate and applicable to the circumstances involved.

## **CSU International Programs Alcohol Policy**

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IP does not tolerate alcohol abuse by its participants. Alcohol may be consumed by IP participants of legal drinking age (in the host country). Students must understand that, if they choose to drink alcohol, they remain accountable for their actions and, therefore, must drink responsibly, following all host university and country rules and laws related to alcohol. Prior to departure, students are advised to research their host country's alcohol-related customs and laws.

The intent of this alcohol policy is to help IP achieve the following goals:

- Ensure that alcohol is never the primary focus of an IP event.
- Communicate to IP participants that they are expected to act responsibly regarding their consumption of alcoholic beverages while living abroad.
- Raise student awareness that, when choosing to consume alcohol abroad, students are subject to the local laws related to alcohol consumption.
- Remind IP Resident Directors and staff overseas that they should strive to create an atmosphere that does not

encourage students to drink alcohol and that respects those who choose to abstain.

- Warn students that excessive drinking or drunkenness is not condoned and will never serve as an excuse for misconduct.
- Encourage students to be aware of local customs and laws related to alcohol consumption.

## **CSU International Programs Statement on Sexual Harassment**

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### **Sexual Harassment**

It is the policy of the CSU to maintain a working and learning environment free from sexual harassment of its students, employees, and applicants. All students and employees should be aware that the CSU is concerned and will take action to eliminate sexual harassment. Sexual harassment is conduct subject to disciplinary action.

As a CSU program, IP is concerned about sexual harassment abroad. This policy statement and the procedures below apply to students and employees of the CSU. Students should be aware that this policy does not apply to faculty, students and staff of host institutions abroad.

IP emphasizes the importance of orientation and open communication in order to promote a preventive approach that addresses and explains issues before they escalate into more serious problems.

### **Is There an International Definition of Sexual Harassment?**

IP participants should understand that a definition of sexual harassment abroad must take into account the legal system and culture of the host country. Legal standards and cultural norms may be different than those in the US and this can make harassment difficult to identify abroad.

During orientations before departure and once abroad students will receive information regarding the host country and culture. In some cultures verbal comments that may be offensive in the US may be acceptable abroad. At the same time some types of dress that are considered appropriate in the US may send different messages abroad.

### **Reporting Sexual Harassment**

All alleged incidents of sexual harassment should be reported to the Resident Director, Resident Coordinator or host university contact person. That person will consult with OIP regarding the issue. OIP will consult with other appropriate staff as necessary. On-site personnel and OIP staff should keep a written record and notes of any conversation surrounding these allegations.

### **Responding to Sexual Harassment**

Staff should respond to complaints in accordance with IP policies and procedures for responding to such allegations.

## **Intercultural Gender Relations**

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It is equally important for both men and women traveling abroad to understand issues surrounding intercultural gen-

der relations. Gender relations may be initiated differently in different cultures and all students traveling abroad should educate themselves about their host country's customs and norms before they go. Knowledge increases competent behavior, which can also be important for personal safety.

Before going abroad, students are encouraged to learn about how interpersonal relationships are initiated in their host country. Understanding the meaning behind certain behaviors that are second nature in the US may drastically affect your experiences with host nationals abroad. Such things as clothing styles, make-up, cologne, eye contact, facial expressions, distance between people talking and even hairstyles may send unintended messages in another culture. Students who are unaware of these cultural differences may inadvertently find themselves in uncomfortable or dangerous situations.

Therefore, students are urged to learn as much as possible about the cultural norms of their host country. Your IP Campus Coordinator may be able to point to some valuable reading material on the subject of culture. Another way to learn about your host country's culture is to talk to former IP participants or to international students from that country. Every CSU campus has an international student office that may be able to introduce you to students from the country you will be going to. Again, knowledge increases culturally appropriate behavior.

## **Privacy of Student Information**

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Section 7(b) of Federal Public Law 93-579, popularly referred to as the Privacy Act of 1974, became effective January 1, 1975. This section of the statute requires that any federal, state, or local government agency which requests an individual to disclose his Social Security account number shall inform that individual whether that disclosure is mandatory or voluntary, by what statutory or other authority such number is elicited, and what uses will be made of it.

The application for admission to The California State University International Programs requires each applicant to provide his or her Social Security number. Authority for this requirement is found in Section 41201 of Title 5 of the Cali-

fornia Code of Regulations, and Section 6109 of the Internal Revenue Code.

The student's Social Security number is used as the individual identifier in all student records which may include application files, registration records and certification documents, academic records, financial aid and transaction records, and transportation and insurance documents. Also, the Internal Revenue Service requires the University to file information returns that include the student's Social Security number and other information such as the amount paid for qualified tuition, related expenses, and interest on educational loans. That information is used to help determine whether a student, or a person claiming a student as a dependent, may take a credit or deduction to reduce federal income taxes.

It is IP policy to protect the personal information of participating students from unnecessary or inappropriate disclosure. Personally identifiable records are not shared or distributed to private individuals or agencies unless such sharing or distribution is authorized by the student or unless otherwise provided for in law. In circumstances where the safety or well-being of participants may be involved, information derived from official files, reports or records relating to participants individually or collectively may be utilized as deemed appropriate by the Director of International Programs for official purposes. Such information may be disclosed pursuant to host country law or regulation whether or not such disclosure is consistent with the laws or regulations of the US or the State of California.

## **Nondiscrimination Policy**

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The CSU International Programs welcomes diversity in its student body and seeks to include all who share its values of improved intercultural communication and international understanding. No person shall on the basis of race, color, sex, disability or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to unlawful discrimination under the International Programs.





# Preparing For Your Year

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## Passport

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You must have a passport to leave from and return to the United States. **Apply now for a passport if you do not have one**, or renew your passport if it has expired. If you already have a passport make sure that it is **valid six months beyond your stay abroad**. Do this as soon as possible, as the process can take several weeks.

If you are applying for a passport for the first time, you must apply in person. You can apply for or renew your passport at over 4,500 passport acceptance facilities nationwide that include many federal, state and probate courts, many post offices, some libraries and a number of county and municipal offices. These designated facilities are very convenient because they are located near your home. We recommend that you start by contacting the largest post office or courthouse in your area. You can find information on the web about how to obtain a US passport at:



**Passport Services and Information:**  
<http://travel.state.gov/passport/index.html>

If you need your passport urgently, you are advised to go to one of the passport agencies listed below in person. Note: you will probably need an appointment, so we advise you to call ahead.

### Los Angeles Passport Agency

Federal Building  
11000 Wilshire Boulevard, Suite 1000  
Los Angeles, California 90024-3615  
Telephone: (310) 575-5700

### San Francisco Passport Agency

95 Hawthorne Street, 5<sup>th</sup> Floor  
San Francisco, California 94105-3901  
Telephone: (415) 538-2700

### The following items are needed to obtain a US passport:

1. Proof of citizenship: A previous US passport, naturalization papers, or if you were born in the US, a CERTIFIED copy of your birth certificate bearing the seal of the city, county, or state custodian of records. Hospital birth

records are not acceptable. Make sure that you have the proper documents to avoid delays in getting your passport. Bear in mind that obtaining out-of-state birth records can take as long as six weeks.

2. Proof of Identity (previous passport, current and valid Driver's License, government ID, military ID, student ID).
3. Two recent identical passport photos.
4. Be prepared to pay a fee (\$100 as of 2/1/08) by cash, check or money order. Not all passport agencies accept credit cards.
5. Complete application form DS-11 (Do not sign it until the Passport Acceptance Agent tells you to do so.) These are available from passport agencies, acceptance facilities, and on the Internet from the US State Department.
6. Know your Social Security number. You do not need your card, but you do need to provide your Social Security number.

After you receive your passport, sign it and keep it in a safe place until your departure. Send a photocopy of the pages of your passport with your photograph and personal information to OIP by **October 15**. It is also a good idea to make yourself a photocopy of the pages with your photograph and personal information. Keep this copy separate from your passport.

## Visas

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**You are required to have a student visa before traveling to Australia.**

**IMPORTANT: Students are advised to wait for notification of the visa before booking travel to Australia.**

A visa is an immigration document that gives you permission to enter a country for a specific purpose and for a specified period of time. You are required to have a student visa before traveling to Australia.

Students taking courses in Australia for less than 12 months can apply for their visa online. (You will be studying in Australia from February to November, which is less

than 12 months, so we strongly recommend that you apply for your visa online.) You can apply for your visa online if you meet the following conditions:

- Are a citizen of the United States, Norway or Sweden
- Are age 18 or over
- Have access to the Internet
- Hold a valid US passport
- Have an Official **Confirmation of Enrollment Letter** from an Australian institution (Your host institution will send this to you after you have paid your Overseas Student Health Cover. Your host university will send you information about this in November. **Therefore, you will probably not apply for your student visa online until December.**)
- Are not including any family members on your visa application.
- Intend to study in Australia for less than 12 months therefore applying for visa subclass 575 (Non-Award Sector). OIP students will be studying in Australia from February to November, which is less than 12 months.

**If you meet the above qualifications, go to: <<http://www.immi.gov.au>> and follow these instructions:**

- Note: As you are filling out the application, you will need your valid passport, your **Confirmation of Enrollment Letter** from Australia, and a credit card. (At the time of publication, the Australian visa fee was \$US 390. Remember, you will probably not have your *Confirmation of Enrollment Letter* until December, so you will not be able to apply for your student visa until then.
- Select "Visas & Immigration," and then select "Students."
- Select "Student Visa Options."
- Then, click on "Non-award."
- Follow the instructions and click "Continue to your Visa."

**PLEASE READ ALL OF THE INFORMATION PROVIDED ON THIS WEBSITE. CLICK ON ALL CATEGORIES AND READ ALL INFORMATION BEFORE PROCEEDING TO THE VISA APPLICATION.**

1. About this visa
2. How this visa works
3. Eligibility
4. Obligations
5. Applying for this visa

• **How long will it take for my application to be processed on-line?**

Your application will usually be finalized within three weeks. Some students may be instructed to obtain x-rays, or provide other documentation, so processing may take longer. If you apply online, use your Transac-

tion Reference Number (TRN) to check the progress of your online application.

- After you apply for your visa online you will need to submit certain documentation to the Australian Embassy in Washington D.C. The aforementioned website details these items (click on "Applying for this Visa" and then the "Application Checklist" link.
- **Will I need a medical examination?**

A chest x-ray and/or medical examination is required under certain circumstances.

Usually these circumstances will be identified at the time you are making the application and, if this is the case, you will be informed of these medical requirements at that time.

Occasionally circumstances will exist that require you to undertake a chest x-ray and / or medical examination that were not identified at the time of making the visa application. If this occurs you will be contacted.

- **Can I apply at the Australian Consulate for my visa?**

Students are advised to apply online but if you cannot, you may apply by mail or in person. Instructions are provided on the website under the heading "How To Apply."

Again, we strongly urge all students to apply for the visa online. Applying by mail or in person is a much more lengthy process.

Australian Consulate General  
Student Visa Officer  
Century Plaza Towers - 19th Floor  
2049 Century Park East  
Los Angeles, CA 90067-3121  
Tel: (310) 229-4800

- **What is a Confirmation of Enrollment (CoE)?**

This is the official Immigration Form issued by the institution in Australia to which the student has been accepted. This form is not the initial "Congratulations you've been accepted" letter. It does contain official CRICOS codes as well as course start and end dates and necessitates the student accepting the offer from the institution and paying fees for Overseas Student Health Cover (OSHC).

- **Is it safe to provide my credit card details on-line?**

The Immigration website is a secure site and the credit card details will only be used for your student visa fee.

- **What happens if I am instructed to contact my nearest Australian Embassy?**

Although the on-line system is highly reliable, you may, in some instances, be instructed to submit an application to your nearest Australian Embassy or Consulate (address above). This may occur as a result of a declaration you completed regarding medical or conviction record.

- **What is my visa subclass?**

California State University International Programs students fall under subclass 575 (Non-award).

- **What is my Assessment Level?**

US citizens are considered Assessment Level 1.

- **After I apply, who can I call if I have further questions?**

Australian Immigration (888) 990-8888

## **The Visa Application Process: Your Responsibility**

A visa or a residence permit (as it is called in some countries) provides permission for you to remain in a country for a period of time. It is an acknowledgement by a foreign government that they trust you. The government official who issues you a visa or residence permit is giving permission to enter his or her country for the purpose indicated on your visa/residence permit application and with the understanding that you intend to leave on the date stated on your application. You should value the receipt of visa approval and honor their decision by showing respect to the country where you have been given permission to live for the academic year.

In recent years applying for and obtaining a visa has become increasingly complex. The United States and many other countries around the world have strengthened their requirements, increased the scrutiny they give all applications, and as a consequence lengthened the processing time. If a visa is required for your country, you must go through the process. It may be frustrating and it may at times seem arbitrary, but you will need to remain patient and calm, getting upset or losing your temper will not help.

Each year, the Office of International Programs (OIP) gathers information from the foreign governments to request information about the student visa application procedures. These are the instructions included in this Participant Guide and other mailings. It is possible that regulations will change and if we are made aware of any changes, we will notify you.

OIP does not set the rules or control the visa or residence permit application process. This is a request from you to a foreign government. OIP and the California State University cannot act on your behalf or intervene with the foreign government and will not be able to speed up processing or alter the rules.

In nearly all cases, CSU students participating in the International Programs are issued visas/residence permits in time to participate in their study abroad programs. In some cases there may be delays, and in very rare cases, students have been denied visas. The visa/residence permit application process is entirely your responsibility. Please follow instructions exactly and carefully.

**NOTE:** You may feel that you have followed all of the instructions, submitted your visa application and all of your documentation beautifully, early and in duplicate. However,

**no one has the right to be issued a visa and you will have to respond to whatever additional requests the Consulate may make.**

## **Non-US Citizens**

If you are not a citizen of the United States, special travel restrictions and/or requirements may affect you.

1. Inform OIP, in writing, of your citizenship status not later than **October 15**. If you are a permanent resident, you must send OIP a copy of your alien registration card (green card).
2. Contact the consulate of your host country to find out about special visa fees or requirements.
3. Before you can apply for a visa or residence permit, you need a passport (or travel document) that is **valid six months beyond your stay abroad**.
4. If you are a permanent resident of the US or visiting the US on a student visa, you must consult the US Citizenship and Immigration Service (USCIS) about the documents you require for reentry to the US.

Keep OIP informed of your progress in dealing with these issues. It is your responsibility to determine and comply with all USCIS and host country requirements necessary to study overseas.

## **Transportation**

**You are advised not to purchase your airline ticket until your student visa has been issued.**

You will be responsible for the cost of and arrangements for transportation to the university, including domestic travel, international flight, surface travel, hotels, and other expenses incurred in connection with travel to Australia. We recommend that you schedule your flight so that you will be able to participate in the Airport Reception Program (Your host university will inform you of this in their welcome materials if they provide airport reception).

Contact your own travel agent and shop around to get the best fare. You will deal directly with the travel agent to make your reservations and payments.

Please complete the Flight Information Form and return it to OIP **no later than three weeks prior to departure**.

Although you are traveling independently, you are agreeing to the following conditions:

1. You will not depart before visa approvals (where required) have been obtained.
2. You will make scheduled payment before departure.
3. You will notify OIP in writing if your plans change.
4. You will report to your overseas center on the day and time specified. Reporting instructions will be provided by OIP. You should plan on arriving on or before the arrival date.

In the event that there is a change to the starting date of the program, it is your responsibility to make modifications to your Flight Information Form to accommodate such changes. OIP is not responsible for any nonrecoverable transportation charges you may incur.

5. You may not be met at the airport (unless you arrange this with the host university and only if they offer a pick-up service). Accommodations and program services will not be available to you until the starting date of the program.
6. You release OIP of any responsibility for your transportation to the overseas center.

**If you fail to comply with any of these conditions, you may be disenrolled from the program.**

Air travel involves risks and could result in damage to property, injury to persons, and death. Please be informed that the California State University assumes no liability for damage, injury, and death which may occur during air travel required by the California State University-affiliated programs. Your participation in the program is voluntary, and you participate at your own risk.

Prior to departure you must sign an agreement, which includes a release from liability (see Agreement section of this book).

#### Travel Agencies Specializing in Student Travel:



##### Travel CUTS

<http://www.travelcuts.com>

1-800-467-4594

##### STA Travel

<http://www.statravel.com>

1-800-781-4040

## Photographs

The photographs you submit to OIP must be in passport format.

Print your name and country on the back of each photo. Be careful that the ink is dry and does not damage the photos. You will need **6 identical** photographs as follows:

- Send **2** photos to OIP for official use (place in the mini photo envelope enclosed - **do not** seal envelope)
- **4** photos will be needed for your visa application (do not send these to OIP)

**The photos MUST meet these requirements:**

- 2" X 2" high-resolution color or black and white photos.
- Full face view and have only your head and shoulders at the center of the photo
- Taken on a white background and printed on photo paper.
- Photocopies, scanned or digitally altered photographs **will NOT be accepted.**

- The most convenient way to get acceptable photos which will not cause any delays is to obtain them at a passport photo service.

## International Student Identity Card (ISIC)

OIP recommends that you purchase the ISIC, a card internationally recognized as proof of student status. The card provides cardholders with discounts and travel benefits around the world.

The ISIC also provides basic health and accident insurance while you are traveling abroad, which will supplement the mandatory IP health insurance. Cardholders also have access to a toll-free Traveler's Assistance Hotline for assistance in medical, legal, and financial emergencies.

If you are interested in obtaining the ISIC, you must purchase it on your own. IP does not provide students with the ISIC. You may purchase the ISIC online <[www.myISIC.com](http://www.myISIC.com)>.

The website also provides a list of available discounts in each country.

## Packing

Refer to the *Student Experience Report* for suggestions on clothing and other personal items to take with you. In general, you will find that what students wear in California is acceptable overseas, taking into account the local climate, particularly the fact that winter is usually harsher than at home. It is important to take clothes that demand little care, since you may not have easy access to washers, dryers, and ironing boards.

Many students wonder about taking musical instruments, bicycles, skis, or surfboards. When making this decision, consider that airlines may charge extra for these items and remember that you must be able to carry them in addition to your other luggage. Also consider the possibility of damage enroute, the problem of storage, and how much you will actually use the item. If you will only use your skis for a two-week winter vacation, it might be simpler to rent a pair. Similarly, it might make more sense to buy a secondhand bike overseas and sell it before you come home instead of risking damage to the one you own.

Whatever you decide to take, try not to take too much. There are several reasons for this advice: it is likely you will have limited storage space overseas, you will have to carry it all in your luggage (or have it shipped), and you will have to ship or bring it all home at the end of the year—along with everything you have bought while overseas.

Lightweight, easy-to-carry luggage is recommended. Check for sturdy construction; a broken zipper can be very frustrating on a trip. Consider also that you will use at least part of your luggage on vacations during the year. If you take a backpack, consider an internal frame pack or one with no frame at all; these are useful for vacation travel and can be carried comfortably for two or three miles. Packs with exter-

nal frames are easily damaged on overseas flights and are unwieldy on trains and buses; take one only if you plan extensive backpacking trips while overseas.

Airlines require that you have a name tag on each piece of luggage.

Based on past experience, it is a good idea to pack your carry-on bag to include everything you might need for a couple of days. If the rest of your luggage is delayed, you will at least have your necessities. Anything of great monetary or sentimental value should travel in your carry-on, or be left at home. No matter what the maximum baggage allowance is for your flight, keep in mind that you must be able to carry all of your own luggage on the trip overseas. Being able to pick up all of your bags at one time is not enough; **try carrying them outside and around the block.**

## Shipping

In order to keep your luggage within the necessary limits, you may need to send some of your belongings overseas rather than carry them with you. The least expensive and most convenient method is to use surface mail through the US Postal Service. Airmail and express service also possible, but more expensive.

Check with the post office for size and weight limits on packages and packing regulations. Line packages with plastic bags to protect against moisture.

Send only used personal belongings to avoid paying duty overseas. Be sure to list contents of packages as "Used Personal Belongings." Parcels can and will be opened for inspection by customs agents overseas.

Address the package to yourself c/o the overseas mailing address provided in the next section. Put your name and address on the inside as well.

Mail your packages so that they will arrive overseas after you do; the center may not be open during the summer months to accept mail or packages. Packages can take up to three months, depending on the destination. In some locations you may have to pay charges at the other end, such as a fee for storage until you can claim your package or a charge to deliver the package to you. There may be additional formalities and changes due to French customs requirements.

An alternative to mailing packages in advance is to wait until you are overseas to decide which extra items you really need. Then ask someone at home to send them to you.

Shipping a trunk is not recommended because of the expense and inconvenience. You must pick it up at the dock, which could be a long way from where you live, and then reverse the process to ship it home at the end of the year. Air freight is not normally recommended for the same reasons: you would need to retrieve your package at the airport and/or pay a sizeable fee for customs, handling, and delivery.

## Electrical Appliances

The United States operates on 110 volts AC (alternating current) at 60 cycles. Most of the rest of the world operates on 220 volts AC (although Japan operates on 100 volts at 50 cycles). This means that, when you plug an American appliance into a foreign 220 volt outlet, the result is a damaged appliance. In order to use your electrical appliances in most foreign countries, you will need to use converters and adapters.

Converters, which plug into the wall outlet, convert 220 volts foreign current into 110 volts American current by cutting in half the number of volts flowing to your appliance. There are two-types of converters: lightweight (up to 50 watts) for low wattage equipment like radios, calculators and electric razors; and heavy duty (from 50 to 1600 watts) for high wattage appliances such as hair dryers and irons. This explains why the converter outlet in your foreign hotel room is marked "for electric shavers only."

Adapters, on the other hand, are simply a means of changing the shape of the prongs which go into the wall outlet. They do **not** convert voltage. There may be three prongs instead of two (the third is a ground) and the prongs may take a number of different shapes, sometimes even within the same country. If you are going to travel in a number of countries, you will want to have a number of different adapters.

### World Electric Guide:

<http://www.kropla.com/electric2.htm>







# The Australia Program

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## The Host Universities

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In Australia, the CSU is affiliated with six universities in three different Australian cities: Brisbane, Sydney, and Melbourne. Based on their subject and academic preparation, OIP students will be assigned to one of the following host universities by the Office of International Programs.

IP does not have a CSU Resident Director in Australia, but host university staff will be available to get you settled, to provide academic guidance, and to assist you with any problems.

<b>Institution</b>	<b>Host University Representative</b>
Griffith University	Ms. Truc Huynh
Macquarie University	Ms. Amy Ryan
Queensland University of Technology	Mr. Febs Ierome
University of Queensland	Ms. Karen Fisher
University of Western Sydney	Ms. Wendy Spinks
Victoria University	Ms. Emily O'Callaghan

## Brisbane and Gold Coast, Queensland

### University of Queensland

The oldest university in Australia (founded in 1910), the University of Queensland is one of the leading universities in Australia. (<<http://www.uq.edu.au>>)

### Queensland University of Technology (QUT)

One of Australia's largest universities, with over 30,000 students, QUT has three campuses in Brisbane. The central city campus is bordered by Parliament House, the Brisbane River and the City Botanic Gardens. The Kelvin Grove Campus, QUT's "hilltop" campus, overlooks the city from two kilometers away. The Carseldine campus is located on the northern outskirts of the city. The campus is characterized by ultra-modern architecture set amid landscaped tracts of typical Australian native bushland style gardens. (<<http://www.qut.edu.au>>)

### Griffith University

An innovative university with five campuses spread throughout Brisbane, Logan and the Gold Coast in subtropical Southeast Queensland, Griffith University is an outstand-

ing place to study. Established in 1971, Griffith now has a total of 36,000 students, adopts a multidisciplinary approach to teaching and research, and provides a comprehensive selection of courses across diverse study areas. (<<http://www.griffith.edu.au>>)

## Sydney, New South Wales

### University of Western Sydney (UWS)

Located in the western suburbs of Sydney, a region with a young, ethnically diverse population, the six campuses of UWS are easily accessible by train from the city center. Founded in 1989, it now enrolls approximately 30,000 students. (<<http://www.uws.edu.au>>) CRICOS 00917K

### Macquarie University, Sydney

In its short history of approximately three decades, Macquarie University has grown from a small, innovative institution to a multifaceted university known for its academic excellence. Located in Sydney's northern suburbs, adjacent to Australia's largest technology region, Macquarie is known for being innovative and international. (<<http://www.mq.edu.au>>)

## Melbourne, Victoria

### Victoria University

Recognized, as one of Australia's most innovative universities, Victoria University has become one of Australia's largest universities, with more than 50,000 students. In addition, it has the greatest international mix at any Australian university. Victoria University consists of fourteen campuses strategically located both in Melbourne's central business district and throughout Melbourne's western region. (<<http://www.vu.edu.au>>)

## Host University Application

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Your host university requires that you complete their application. The link to your host universities application is given below. Return the application to the Office of International Programs (OIP) in Long Beach by **September 15. THIS DEADLINE IS VERY IMPORTANT!**

**University of Queensland** - <http://www.uq.edu.au/study/forms/international/StudyAbroadAppForm.pdf>

**Queensland University of Technology** - [http://www.studyabroad.qut.edu.au/Study\\_Abroad\\_Form\\_05\\_06.pdf](http://www.studyabroad.qut.edu.au/Study_Abroad_Form_05_06.pdf)

**Griffith** - [http://www.griffith.edu.au/international/uploads/app\\_incoming\\_exchange.pdf](http://www.griffith.edu.au/international/uploads/app_incoming_exchange.pdf)

**Macquarie University** - [http://www.international.mq.edu.au/pdfs/studyabroad\\_appform\\_v2.pdf](http://www.international.mq.edu.au/pdfs/studyabroad_appform_v2.pdf)

**University of Western Sydney**  
[http://pubsites.uws.edu.au/international/docs/study\\_ae\\_appfrom2005.pdf](http://pubsites.uws.edu.au/international/docs/study_ae_appfrom2005.pdf)

**Victoria University** - [http://www.vu.edu.au/library/scripts/objectifyMedia.aspx?file=pdf/562/88.pdf&siteID=4&str\\_title=VicAbroad\\_Incoming\\_Student%20Exchange.pdf](http://www.vu.edu.au/library/scripts/objectifyMedia.aspx?file=pdf/562/88.pdf&siteID=4&str_title=VicAbroad_Incoming_Student%20Exchange.pdf)

## The Australian Overseas Health Services Cover (OSHC)

All visiting international students going to Australia are required by The Australian Government to purchase the Overseas Student Health Cover (OSHC). OSHC helps cover **basic** medical and hospital care you may need while in Australia.

Your host university will provide instructions regarding the OSHC procedures.

The Australian government will only process a student visa if the students have a Confirmation of Enrolment (CoE) issued by the Host University, and proof of OSHC payment.

The OSHC coverage is required in addition to the mandatory OIP insurance policy that you pay for in your prepaid program costs. If your spouse and/or dependant children will be accompanying you to Australia, you will need to pay an OSHC family premium.

## Arrival & Orientation

When the host institution has confirmed your acceptance, you will receive additional information from them regarding arrival and orientation. (This information may also be available on their website.) We remind you that you are responsible for making your own arrangements for transportation to Australia (see "Transportation" in the previous section).

See the "Calendar" in this section for the date you are expected to arrive at your host university. All of the host universities will provide you with information about how to get to campus. Some of the host universities offer an airport pick-up service. This will be outlined in more detail in the material you receive from the host university. We remind you to pack light. You will be responsible for carrying your own luggage throughout your travels.

If you make housing reservations before you go (see "Housing" section), it is likely that you will be able to move into your room upon arrival. Students who put off making housing reservations before they go will need to stay in temporary housing upon arrival at either a hotel or temporary residence at the university. Again, the host university will provide you with information about all of your housing op-

tions. Note: All housing costs (temporary and permanent) are the responsibility of the student.

All of the host universities provide newly arriving international students with an orientation program. **Attendance at orientation by CSU International Programs students is mandatory.** You will find the orientation program very worthwhile and informative. It will give you an opportunity to learn about the university and the academic environment, as well as give you a chance to meet other students and explore the area.

## Registering for Classes

**WARNING:** It is your responsibility to remove all CSU home campus "holds" on your records before you go abroad. A "hold" on your records will prevent you from registering for classes. This includes Library holds, and all other campus holds including the Records Office, Financial Aid Office, your own academic department and any other campus office that may put a "hold" on your records. Before you leave, be sure to clear all "holds." This is your responsibility and will prevent problems in the future.

Your host university will ask you to submit a list of the classes you want to take in Australia before departure and, in most cases, the host university will register you for the first semester.

It is your responsibility to meet with your academic advisor at your home CSU campus to determine course equivalencies for the coursework you complete abroad. Be sure to read the "Academic Arrangements" section of this *Participant Guide* for detailed academic information.

## Housing

It is your responsibility to make your own housing reservation. At most host institutions, you will have several different housing options including residence halls, home stays, and shared apartments. Of course, options will vary at the different host universities. You will receive more information from your host institution once you have been admitted. Some students prefer to make housing reservations prior to departure, while others prefer to arrive early, stay in a youth hostel and look for housing on their own. Only you know what is best for you. It is helpful to contact former participants and to ask them about their housing experience. You can meet some of them at the pre-departure orientation in January. In the meantime, we encourage you to browse the host university's website to find more detailed information about the accommodations available to visiting international students.

## Special Events/Planned Activities

Most orientation programs include various social events. More information about these events are included in the welcome packet that you will receive from your host university.

You will also find many opportunities to join clubs, play sports, and get involved in extra-curricular activities. There will be many events for you to get involved in that are arranged by either the International Student Office or another office on campus. You can read about some of the extra-curricular activities that previous students have participated in the *OIP Student Experience Series* at the end of this booklet.

## Computer/Internet Access

Most universities in Australia provide email accounts for their students. Ask about this during orientation in Australia. You can also get your own email account with one of the many web-based email services before you go (*Hotmail*, *Yahoo*, etc.) and then check your email using on-line computer terminals at the university, at a public library, or at one of the local cyber cafes.

There are computer labs on all of the campuses where you will have access to computers. If you have a laptop, you might want to bring it with you.

## Telephones

Australia has a technologically advanced telephone system. Public telephones are either coin- or card-operated. Telephone cards are available in stores that display the "Phone Cards Sold Here" sign. Many students purchase cellular phones (mobile phones) while living in Australia.

## Money Matters & Banking

**Before you go, you should have enough money in a bank account/ATM to cover your first two months worth of expenses.**

You will need approximately A\$2,500 for your initial expenses (accessible in the form of traveler's checks or by ATM). It's also a good idea to have an additional Visa or MasterCard with a PIN number that allows you to access cash at ATM machines around the world.

You should probably open a bank account in Australia. You will need your passport and another photo ID to open an account. You may also need to show proof of enrollment at the university in Australia. Your host university will provide you with further instructions in the materials they send you as well as during the orientation program in Australia. For your convenience, some of the major banks in Australia are listed below. Students recommend that you open an account at a bank that is conveniently located on your university campus or near your accommodations.

- **ANZ Bank:** <<http://www.anz.com.au>>
- **Commonwealth Bank of Australia:** <<http://www.commbank.com.au>>
- **National Australia Bank:** <<http://www.national.com.au>>
- **Westpac Bank:** <<http://www.westpac.com.au/main.html>>

If you are a financial aid recipient, we recommend that you keep your US bank account open and instruct OIP and your home campus financial aid office that you would like to have your financial aid checks deposited directly into your US account. This is the fastest, most reliable way of getting your financial aid to you. Then, you can access your money by ATM from abroad or you can have it electronically transferred to your account in Australia.

If you choose to keep your US bank account open, you may want to give your parents or another trustworthy relative or friend in the US authority to access your account so that they can help you make deposits, transfers and withdrawals while you are away if necessary. Be sure to read the materials that your host university sends you for banking advice that they give to students attending their institution. It will be more specific than what we have provided you here.

### Currency Exchange Rates:

<http://www.oanda.com/converter/classic>



## Climate

Most of Australia has four seasons. In summer, December - February, temperatures range between 16°-40°C (61°-104°F). In winter, June-August, the temperatures range from 3°-17°C (37°-63°F). Be prepared for uncharacteristic weather in any season by dressing in layers.

## Vacation Travel

To make the most of your vacation time overseas, you may want to do some planning in advance. Refer to travel guides, which are widely available at libraries and bookstores. Another good source of information is the Office of Tourism representing the country you plan to visit. Ask them about things of special interest -- museums, cultural events, accommodations, restaurants, sightseeing attractions, nightlife, people, history, transportation, etc.

In Australia, many adventure tour companies organize weekend trips that are especially designed for visiting exchange students. Activities may include camping trips, surfing or scuba diving lessons, and farm stays! Such companies may also organize tours to the Outback or the Great Barrier Reef during the longer mid-semester break.

## 2009 Calendar

**Dates are subject to change.**

### Griffith University

Arrival	February 21
Orientation	February 23-24
First Semester	March 02 - June 27
Second Semester	July 27 - November 21

### **Macquarie University**

Arrival	February 11
Orientation/enrollment	February 13-20
Semester One	February 23 - June 28
Mid-semester break	April 13-24
Semester Break	June 29 - July 31
Semester Two	August 03 - December 07
Mid-semester break	September 21 - October 02

### **Queensland University of Technology**

Arrival	February 14
Orientation	February 16-20
Semester One	February 23 - June 23
Exams	June 06-23
Mid-term break	April 13-17
Semester Two	July 20 - November 14
Exams	October 31 - November 14
Mid-term break	September 28 - October 02

### **University of Queensland**

Arrival	February 21
Orientation	February 23-27
Semester 1	March 02 - June 27
Mid-year Break	June 27 - July 26
Semester 2	July 27 - November 21

### **University of Western Sydney**

Arrival	February 11
Orientation Begins	February 13
First Semester	February 23 - June 28
Second Semester	July 27 - November 29

### **Victoria University**

Arrival	February 21
Orientation	February 23-27
Semester 1	March 02 - July 03
Semester 2	August 03 - November 28

## **Mailing Addresses**

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### **Griffith University**

Your Name  
c/o Griffith International Office, G33  
Gold Coast Campus  
GRIFFITH UNIVERSITY QLD 4222  
Australia

### **Macquarie University**

Your Name  
c/o Macquarie Abroad  
Level 1, Building E3A  
Macquarie University  
North Ryde 2109  
NSW Australia

### **Queensland University of Technology**

Your Name  
c/o International Office  
2 George Street  
GPO Box 2434  
Brisbane, Queensland 4001  
Australia

### **University of Queensland**

Your Name  
c/o International Education Directorate  
Level 2 JD Story Building  
The University of Queensland  
Brisbane Qld 4072  
Australia

### **University of Western Sydney**

Your Name  
c/o Exchange and Study Abroad Office  
Building 12, Campbelltown Campus  
Locked Bag 1797  
Penrith South DC NSW 1797  
Australia

### **Victoria University**

Your Name  
c/o International Office  
PO Box 14428  
Melbourne City  
MC 8001 Australia

## **Health Care Facilities**

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During orientation overseas, your host institution will provide you with detailed information about health care. There is a Student Health Service on (or nearby) most campuses where you can go for routine visits. Your host university will be sending additional information for visiting international students to you that will probably contain more information about health care.

**Europ Assistance USA** - Your CSU student health insurance policy includes emergency travel assistance coverage administered by Europ Assistance USA. This is a supplemental part of your health insurance policy valid around the world and can assist you if you should need emergency medical care while traveling abroad, 24 hours a day, 365 days a year. To access their benefits, you MUST contact Europ Assistance USA and let them make all arrangements for any services that you need. The kinds of services they provide are listed in the insurance pamphlet that we included in your packet.

Upon request, Europ Assistance USA can also provide pre-trip counseling for any countries you will be traveling to. They can also answer questions you may have about your prescription medications before departure or help you replace a prescription while traveling.

For further information on the services provided by Europ Assistance USA, please see the Wells Fargo Student Health Insurance pamphlet provided in your packet, or contact Europ Assistance USA at: (800) 243-6124 (*Toll-free within the United States*) or (202) 659-7803 (*Collect from outside the U.S.*).

It is important that any students taking ADHD medication are aware of the restrictions that apply in Australia:

Prescriptions must be released by a "recognized authority". Apparently in Australia, only psychiatrists, certain specialists and pediatricians are recognized to issue such pre-

scriptions. All these students came with prescription from GPs only.

According to the pharmacist a specific issue with this medication is that users should not have any gap-they should be taken continuously.

Students who take ADHD medications must bring a prescription from a specialist and bring enough from their home country until they can see specialist in Australia.

Conditions may apply to all drugs imported into Australia. Information is available from: <<http://www.tga.gov.au/import/index.htm>>. For most drugs the most important thing is:

- Declare all the medicines you are bringing into Australia.
- Produce documentation justifying your use of the medicine.

## **Work**

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All student visas will be granted with work rights attached. While student visa holders will have work rights automatically included in the visa grant, you are only allowed to work up to 20 hours per week while your course is in session, excluding any work undertaken as a registered part of your course. Students are restricted from undertaking work until they have commenced their course in Australia.

## **Registering at the US Embassy**

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US citizens residing outside of the US for more than six months are strongly advised to register at the nearest US Embassy. Registration is accomplished by submitting your original current passport with a completed registration form. Photocopies of your passport will not be accepted. You may submit your registration in person during office hours, or by mail (please include a sufficiently stamped self-addressed envelope, registered post is recommended, for return of your passport.) A form is available on the web: <<http://usembassy-australia.state.gov/consular/registration.html>>.

### **For New South Wales and Queensland:**

MLC Centre, Level 59

19-29 Martin Place

Sydney NSW 2000

Tel: Visa inquiries: 1902-941-641 or 1800-687-844 (24 hrs - charges apply)

Tel: Main Switchboard: (61-2) 9373-9200 (M-F, 8:00am-12:30pm, 2:00pm-4:30pm)

Tel: After hours emergencies (61-2) 4422-2201

Fax: (61-2) 9373-9184 (American citizen services)

Email: [amvisa@state.gov](mailto:amvisa@state.gov)

Web: <[usembassy-australia.state.gov/sydney](http://usembassy-australia.state.gov/sydney)>

### **For Victoria, South Australia, Tasmania and the Northern Territory Offices:**

553 St. Kilda Road

Melbourne VIC 3004

Tel: Inquiries: (61-3) 9526-5900 (Monday-Friday, 2:00pm-4:00pm)

Tel: After hours emergencies: (61-3) 9389-3601

Fax: (61-3) 9525-0769

Email: [MelbourneACS@state.gov](mailto:MelbourneACS@state.gov) (American citizen service inquiries)

Web: <[usembassy-australia.state.gov/melbourne](http://usembassy-australia.state.gov/melbourne)>





# Academic Arrangements

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## Your Academic Status as an IP Student

As an IP participant you are concurrently enrolled at your home campus in California as well as at the host university overseas. All coursework completed receives resident credit and becomes part of your CSU transcript. However, it is the prerogative of your home campus to determine how specific courses apply toward graduation requirements. Take special care in completing the Academic Advisement form discussed below.

## The Academic Advisement Form

Having gone through the IP application process, you should be familiar with the academic offerings at your overseas center. The Office of International Programs (OIP) requires that you formally plan out the courses you will take by completing, with the help of your major department academic advisor, the Academic Advisement form. Completion of this form provides you with guidance from your major department as to what courses you should take overseas and gives you a clear idea of how these courses will be applied to your degree requirements. If you will be studying overseas in a field other than your major, you should consider declaring a second major or a minor in that field, where available. You should complete the Academic Advisement form with an advisor for the program related to your overseas study.

Before planning to meet with your advisor:

1. Carefully study this section of the Guide, the IP Bulletin section that follows, and any other academic information from your host university.
2. Be aware of university breaks, holidays and exam periods since during these times, it may be a difficult to meet with advisors.
3. Go over the form itself and complete Parts I and II. Part II is especially useful if you are considering the possibility of graduating at the end of your year abroad.
4. Assemble the necessary materials: this Guide and other academic information where needed, your academic records, your home campus catalog, and the Academic Advisement form with its instructions.

This form must be submitted to the OIP by **← October 15.**

## Availability of Courses Overseas

The access of students to academic opportunities is increased as their academic preparation to perform in the particular host institution environment is improved. The major limitations are language fluency and literacy (in non-English speaking countries) and specific preparation in the major. It is important that IP participants develop an accurate view of what they can actually accomplish in their year overseas and set realistic goals. For students studying in non-English speaking countries, students should not overestimate their facility in the host country language and realize that some limits on choice of coursework are to be expected.

The IP Bulletin is the International Programs "catalog" and provides a listing of the kinds of courses offered at our program sites overseas. The courses listed are based on the latest information available at the time of publication so students are advised to visit the host university website on a periodic basis to access the most current list of course offerings. Just as is the case with any CSU catalog, not all of the courses are offered every semester so students should not enter the overseas academic experience with rigid and narrowly defined course requirements.

Please note that courses related to US history and institutions and California State and local governments, as well as science courses with labs may not exist or may not be open to visiting international students. If you have yet to complete required courses such as these, please understand that experience shows that you will probably not be able to take them overseas.

**Graduating seniors:** Students whose graduation depends on specific courses should note that course availability is not guaranteed. Therefore, graduating seniors must be open to the idea of returning to their home campus for additional terms following their participation in IP. The rewards gained by studying abroad tremendously outweigh the disadvantages of a delayed graduation. Future employers will not evaluate negatively for needing an extra one or two terms to graduate if it means that you will have successfully added an international experience to your resume, learned another language and proven your ability to adapt to another culture. To the contrary, these accomplishments will be admired. You should not miss out on the opportunity of a

lifetime, even if it means that you might have to delay your graduation by a term or two.

## Before You Go

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You should keep in mind that you might experience a great deal of difficulty in trying to take care of academic formalities at your home campus once you are overseas. You should handle certain matters before you go. Examples are:

- taking—and passing—all English and mathematics proficiency exams required by your campus
- arranging an independent study project
- changing or adding a major or minor
- filing a petition for course substitutions or waivers
- clearing up any incomplete coursework.

If you plan to graduate during or at the conclusion of your year abroad, your graduation may depend on the planning you do before you depart! Critical items to consider are:

- having a graduation evaluation done; some campuses require this before applying to graduate
- filing an application to graduate
- applying for graduate admission to your campus if you graduate mid-year
- completing proficiency examinations in math or English that are required for graduation
- knowing that grades will reach your campus four to six months after your year abroad has concluded. Graduating seniors must take this into consideration when submitting their applications to graduate since degrees will not be posted until all courses taken abroad are reported to the students' home campuses.

## Academic Policies

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### CSU Registration

IP participants are fully matriculated CSU students who remain enrolled at their home campuses while studying overseas. To remain enrolled while abroad, the OIP arranges for the registration of all students at their respective home CSU campuses at the beginning of each term. Therefore, students must NOT enroll for any courses at their home campus for the time that they will be abroad through IP.

Students are not permitted to enroll in on-line courses, which are offered at their home campus or another CSU campus since the purpose of studying abroad is to engage in full time study exclusively at the study center or host university.

During the year abroad, academic counseling is provided by the Resident Director or host university staff who confers with each student to assist in making course selections appropriate to the student's degree program and assists them with the registration process.

### Credit

All coursework taken overseas will be accepted by the student's home campus as resident credit. The appropriate authorities at the student's home campus make determination of the applicability of coursework completed overseas to major, minor, general education, and general elective degree requirements. In some cases, this may mean that a minimum number of units or specific coursework to be credited toward the major must be taken at the home campus.

It is the individual student's responsibility to check all major departmental rules prior to departure for overseas and to meet with the appropriate department advisor(s) to determine which courses will count toward the major and which will count toward elective credit. It is also the student's responsibility to collect and provide course information to his/her advisor.

The advisor determines how courses will be credited to the degree and as well as suggest appropriate courses to be taken abroad which might fulfill degree requirements in terms of course content, course level and unit value. Since courses abroad can differ somewhat from the CSU courses required for your degree, advisors can suggest that the student take similar courses to fulfill specific course requirements. In these cases, campuses usually require that students submit a petition (or course substitution request) to have these courses count towards specific course requirements. This process protects the integrity of the degree and the transcript while allowing students the flexibility of taking related courses to meet specific requirements. Students are advised to discuss the process with advisors and appropriate officials at the student's home campus PRIOR to going abroad.

The Academic Advisement form must be completed as accurately as possible and signed by the department advisor(s), where indicated. Without these signatures, there can be no guarantee that students will receive credit toward their degree objectives.

Even with prior approval for course credit, students are advised to keep course syllabi, term papers, examinations, and any other pertinent materials, until the degree is completed just in case this information is needed. In addition, it is highly recommended that students take their home campus catalog overseas (or at least the section of the catalog which pertains to the requirements for the degree being pursued). Current catalogs are on the web, but students may find it useful to have printed information from the catalog available.

When selecting courses at their host university, students should choose courses which best represents the home campus course requirement they are seeking to fulfill in terms of course content, course level and the unit value. In cases when the unit value of the home campus course requirement is MORE than the host university course, students should consult with their home campus advisor

**Academic Tip:**  
If given a choice of courses, select the one which BEST meets the course description of the requirement that you are trying to fulfill.

about selecting an additional course, which would fulfill the unit value of the home campus course requirement.

Most coursework available at the overseas study center is at the upper division level, with the exception of beginning and intermediate language courses (where offered) and first year undergraduate level courses, which are typically considered lower division courses depending on the course. Graduate credit will be granted only in courses that are judged by the host institution and by the OIP to be graduate level. Graduate students must be aware that credit, in any case, will be granted only if prearranged with their respective home campus major departments and graduate deans. As few as six units per year may be directly transferable into their course requirements for the master's degree; nevertheless, all graduate students are required to maintain a full academic load (see Courseload, below). These additional units may be accepted by their major departments to meet other degree requirements.

### Graduate Study

Graduate students are eligible for participation at most of the study centers operated by the IP. Applicants just beginning graduate work should be aware, however, that study abroad at this point in their academic career removes them from the home campus department and advisor at a critical juncture in their studies. It is essential that graduate students considering application for the IP obtain from both their graduate department and dean of graduate studies on the home campus advance information on how work accomplished within the IP can be applied to their degree program. At a later point, this also requires that both the department chair and the dean of graduate studies sign the Academic Advisement form. Graduate students may find that only six to nine units will count toward their degree; they must, however, maintain the unit load requirement.

Students pursuing graduate degrees must obtain classified graduate standing before departure for overseas. They should plan to complete before departure any course or courses which are either required as part of the graduate program and unlikely to be available at the foreign university or are prerequisite to other graduate work.

Graduate students must be realistic about what they can accomplish in a year of study overseas, both in terms of what can reasonably be expected in the way of course offerings and of what preparation they have to pursue the available offerings. They should not expect, for example, to work in a narrowly defined area of specialization, particularly one in which they have not had previous preparation. Similarly, their competence in the language of instruction might not be sufficiently advanced to permit them to take courses for which they are otherwise intellectually prepared. Acquisition of the foreign language in itself may be a valid reason for a graduate student to study abroad; however, such study is usually credited on the undergraduate, even lower division, level.

Students pursuing credentials or second baccalaureate degrees are admitted as post-baccalaureates, but are treated, academically, as undergraduate students.

### Academic Progress

The IP is an official academic program of the CSU, and all students participating in its offerings are subject to all of the academic regulations of their home campuses as well as those of the IP and the host institutions they attend abroad. Home campus rules for academic probation and disqualification apply overseas at the study centers as they do at home.

Undergraduate IP participants are expected to make normal academic progress and to maintain a grade point average of at least a 2.0. Graduate IP participants are expected to maintain a minimum grade point average of 3.0 for all graded work for the degree. Students who fail to meet these requirements are subject to probation or disenrollment from the IP.

Furthermore, any student whose academic performance does not meet standards necessary for successful progression in the program may be in jeopardy of disenrollment.

### Courseload

All undergraduate IP students are required to carry a minimum academic courseload of 15 units per term and a total of 30 semester, or 45 quarter units for the overseas academic year. **This requirement applies to all undergraduate students regardless of the number of units they need to graduate or the enrollment requirement of the host university if this differs from the IP requirement.** Any units earned during a pre-session, special session, or preparatory language program conducted outside the host institution academic year calendar, are not counted in meeting this courseload requirement.

**Academic Tip:** Undergraduate students must take 15 units each semester regardless of the number of units still required for the degree.

Students are not normally allowed to enroll in more than 18 units a semester. Students interested in taking more than 18 units must apply to take the additional units through the OIP. Students requesting to take more than 18 units in the second semester of their international study must be in good academic standing and have earned a B average in the first semester of study.

Students pursuing graduate degrees must carry a minimum of 12 units per term on condition that at least six of those units are taken at the graduate level; otherwise, graduate students must carry a courseload on the same basis as undergraduates as described above. Post-baccalaureate students pursuing credentials or second undergraduate degrees are required to carry the same courseload as undergraduates as described above.

In exceptional cases, students may petition for a reduction in the prescribed courseload although under no circumstances will students be permitted to enroll in less than 12 units. Such petitions are granted only in cases of extreme hardship due to conditions beyond the control of the student. The discovery that coursework is at a greater degree of complexity than was assumed, that academic requirements are demanding, or that the student faces lower grades than expected are not grounds for the approval of a

reduced course load. Students who withdraw from courses without approval from the OIP will be assigned the administrative grade of WU (Withdrawal Unauthorized), which for purposes of grade point average and progress point computation, is equivalent to an F.

Extended illnesses and emergency situations requiring absence from the study center are generally considered grounds for the submission of a petition. Failure to maintain the prescribed academic load without prior approval may result in disenrollment from the International Programs.

### Independent Study

In general, the IP is not designed to accommodate students pursuing independent study. The structure of overseas programs offered by the IP is fundamentally one of immersion in host institution instruction and supporting studies – such as language studies. The pursuit of other academic purposes tends to remove the student from the immersion environment and is, therefore, not generally encouraged. However, there may be a few students whose academic needs involve the completion of a paper or project during the period of study abroad, or who have a unique and very specific interest to pursue which is particularly relevant to the study center locale. In such instances, the OIP may approve limited independent studies on a case-by-case basis.

Where and when it is permitted, Independent Study is limited to a maximum of three semester units per term, except where the student's home campus permits only a lesser amount. In order to carry out independent study, a student may need to possess near-native fluency in the language of instruction, in addition to any special academic preparation and research skills required for the proposed study project. The student must have advanced written approval from the major department advisor and department chair, as well as from the OIP. Independent study must result in a paper or project capable of being graded on the student's home campus. Special tutors are not available, and students must be capable of carrying out all aspects of such study in terms of study and research skills, language skills, and access to appropriate resources. Independent study that involves additional instructional cost to the student cannot be given credit by the IP, and additional cost to the IP cannot be authorized. Upon request, independent study proposal forms will be sent to students interested in independent study.

### Internships

Internships are unavailable at most study abroad centers but where internships are available, the following guidelines are used:

- internships are credited at one unit per three internship hours per week over a 15-week semester;
- internships will not exceed six semester units for the year (i.e. three units per semester);
- internships will be appropriately supervised by the IP partner institution;

- internships require a written component to be stipulated by the host institution/supervisor;
- students seeking internship credit in their major or minor must comply with all the policies and procedures on their home campus for internships and have approval of the major department; and
- the OIP has final approval of all internships requests.

Internship applications must be completed and submitted to the OIP within the first four weeks of the semester. Late applications will be not approved.

### Grading

Higher education institutions outside the United States typically use grading systems which differ from those in use in the CSU, or they may not provide grades at all. The examination systems vary widely as well. In many universities, students pursue specific degree objectives in which the individual courses taken are not graded separately. Rather, a final comprehensive examination is given at the end of the year or at the end of the course of study, when the student's advisors feel that the student is prepared in all subject areas. Continuous assessment as known on American campuses is uncommon. Where examinations are given, they are usually highly specific, may focus on only a fraction of the subject, and may be oral or written. Grades for an entire term or year's work may be assigned on the basis of a single final examination.

In order to establish an orderly basis of comparison of grades, the OIP makes special arrangements, where required, to ensure that students are examined, and has developed through the experience of many years a general system for converting foreign grades to CSU equivalents.

OIP converts grades earned abroad to CSU equivalent grades. Extreme care is exercised by the OIP to ensure that students neither benefit from nor are penalized by different evaluation methods prevailing at the various study centers.

A grade will be reported for EACH course attempted. Grades earned while on IP will be averaged in the cumulative grade point average on the student's CSU transcript.

All grades as reported to the registrars by the OIP are considered permanent and final except "incompletes" which are rarely given. Under ordinary circumstances a grade may not be changed except to correct a clerical or procedural error. No change of a final grade may be made on the basis of re-examination, review of a student's work in the course or by completing additional work for the course.

If a student disputes a grade for a course while still at the study center, the student should contact the Resident Director or the host university staff, who will determine whether or not an error was made. If a student disputes a grade for

**Academic Tip:**  
Don't hurt your GPA!  
Avoid getting a WU by:  
1) taking ALL courses for a letter grade unless the course is only offered on a CR/NC basis; 2) completing ALL courses that you are enrolled in before leaving your host university; and 3) not dropping courses without the OIP's authorization.

a course after he/she has returned to California, the student should contact the OIP and request a grade review. The OIP will request that the study center staff check for clerical errors on the student's behalf. In both cases, if it is determined that an error was made, the corrected grade will be reported to the OIP. The OIP will then report the corrected grade to the student's home campus.

### Credit/No Credit

Subject to home campus restrictions, students may request to have one course during each academic term reported to the home campus for a Credit or No Credit (CR/NC) grade, for a maximum of six units per academic year. Normally this grading option will not be approved for work intended to apply to the student's academic major.

Courses reported as a CR/NC to the home campus will appear on the student's CSU academic record but will have no effect on the grade point average.

Request to have courses reported under the CR/NC option must be made at least one month prior to the final examination period.

The IP does not permit students to apply the CR/NC option to any course in which the primary objective is the imparting of language competency skills. This applies to courses offered during preparatory language programs and to both required and optional instruction in foreign language during the academic year. This policy applies equally to those study centers where the primary language of instruction is English as to those where the primary language of instruction is a language other than English.

**TO HAVE A COURSE REPORTED AS CREDIT/NO CREDIT:** Students requesting to have a course or courses reported to their home campus under the CR/NC option must complete a CREDIT/NO CREDIT COURSE REQUEST form.

### Incomplete Work

Because of the difficulty of completing and grading work after the end of the academic year overseas, no incomplete grades are given. Students who fail to complete all course requirements by the end of the academic year at their host institution will receive a grade of WU, which is equivalent to an F in calculating GPA and units completed. Exceptions to this policy must be pre-approved by the OIP.

**Academic Tip:** Complete all assignments and exams by the end of your year abroad.

### Auditing

Students may audit courses provided by the host institution under the following circumstances:

- auditing is permitted by the host institution;
- the instructor has given specific permission for the student to audit;
- the audited course(s) are carried as an overload, not as a substitute for required enrolled units; and
- there is no additional cost to the IP.

Students can audit no more than one course per semester. Audited courses do not receive credit, are not included in the minimum academic courseload requirement, and are not reported to the CSU home campus.

### Examinations

Students are expected to take complete all course requirements and take all examinations for the courses that they are enrolled in, before leaving their host university. They may not request early exams or special favors in order to leave before the end of the term.

Host universities can have strict test-taking policies, including refusal to permit students to take exams if they arrive late. Students are expected to read and comply with university policies, which pertain to their studies at their host university.

Although some host universities permit students to retake a final examination several weeks or months after the original examination period has taken place, IP participants are not permitted to retake exams in the US.

### While You Are Abroad

While you are studying at your host university, you will be required to complete and return specific forms in order for the OIP to credit your courses at your home campus. Forms will be emailed to you before your final exams period each semester unless advised otherwise.

1. **Student Program Form.** In order to receive CSU credit for the courses that you took at your host university, it is necessary for you to list the courses you have taken while abroad using the *Student Program* form. Guidelines on how to complete the form will be provided. It is important to read the guidelines carefully before completing the form. The form is due BEFORE you leave your HOST university (before your final exams period).
2. **Course Description Form.** The OIP requires that you complete a *Course Description* form for each course that you have taken at your host university. Be as detailed as possible in the description of the course. These forms are due BEFORE you leave your HOST university and should be attached to the *Student Program* form. Remember to keep a copy of course descriptions and other course related information for your records. You may need to submit course information to your advisor when you return to your home campus.
3. **Credit/No Credit Course Request.** Each semester, you may request to have one course (for a maximum of six units per year) reported to your home campus as a CR/NC except for non-English language courses IF the language is the official language of the host country. Refer to your home campus catalog for restrictions governing CR/NC. If you are interested in this grading option, complete the *Credit/No Credit Course Request* form at least ONE MONTH prior to the final examination of the course and return the form to the IP Coordinator at

**Academic Tip:** To access necessary academic information and forms while you are abroad, visit the IP website.

your HOST university who will forward the form to the OIP on your behalf. Late requests will NOT be approved. (See Credit/No Credit, above, for more information.)

Finally, make sure that your **transcript from your host university** will be sent directly to OIP at the end of the year. Once we have received the above forms and your transcript from your host university, an IP "Academic Report" (similar to a transcript) will be prepared by this office and sent to your home campus where it will be posted on your permanent record. See the following sections for more information.

**IMPORTANT:** Remember to check your emails on a regular basis to receive messages regarding your academic studies.

### Academic Reporting

At the conclusion of the student's study abroad experience, the OIP evaluates and translates courses taken abroad, converts units and grades to CSU equivalent unit values and grades, and reports all courses attempted, and units and grades earned to the student's home campus, which is an essential academic function of the OIP. Since courses are posted to the student's CSU transcript and become a permanent part of the student's CSU academic record, courses must accurately represent the courses taken abroad.

To ensure accurate reporting, OIP will often report courses by using a special course designation number, which will allow the student to receive CSU resident credit in the subject area in which the course was taught. This is particularly true for courses taken in certain countries, e.g. Australia, New Zealand, and South Africa. The title of the course taken will also be reported to the CSU campus and posted to the student's CSU academic record. This method of reporting means that students will need to furnish course descriptions, syllabi and other course materials to their advisors in order to apply for credit towards specific major, minor or general education requirements. If courses are not needed for specific degree requirements, then it is usually not necessary to complete any other forms at your campus.

Depending on the CSU campus, the host university and the specific course being reported, OIP also reports courses taken abroad using CSU course numbers but **ONLY** if the courses are exactly equivalent to the CSU home campus course. In cases when CSU campus course numbers are used to report courses, documents are used

including the students' transcripts, Academic Advisement form, Student Program form, home campus catalog and course information from the host university. In order for a course to be considered and reported as an equivalent to one offered at the home campus, it must be equal in course content, course level, and unit value. If the course differs in any of these areas, courses cannot be considered equivalent

#### Academic Tip:

Save course syllabi, exams, papers, and other coursework until you graduate in case you are questioned about any courses taken abroad or you wish to submit a petition or course substitution request at your home campus.

to a home campus course and it will not be reported as such. In these cases, students are encouraged to submit a request at the home campus to substitute the course taken abroad for the one at the home campus using the appropriate forms and procedures at the home campus.

For more specific information about reporting, see the IP Bulletin (following section).

**Graduating seniors:** Seniors who plan to graduate in their last semester abroad and who have taken courses abroad to fulfill degree requirements should plan to return to campus if needed, to submit petitions (or course substitutions requests). This is especially true in cases when courses taken abroad differs from what had been agreed upon between the student and the advisor prior to the student's study abroad experience.

At the conclusion of the academic year, the OIP prepares an "Academic Report," similar to a transcript, showing coursework and grades. This is the official—and the only—academic record of the entire year since mid-year reports are not provided. All courses and units attempted are reported, including failed courses. A grade will be reported for EACH course attempted. Grades earned while on IP will be averaged in the cumulative grade point average on the student's CSU transcript.

### When to Expect your Academic Report

Since the grade reporting practices of international institutions operate differently than the CSU campuses, IP students will not receive their grades as quickly as they do at their home campus. Students are advised that it can take a **minimum of four months** (and sometimes longer depending on specific circumstances) for courses taken at their host university to be reported to their CSU campus after they have completed their study abroad.

The OIP sends the Academic Report to the student's permanent home address and the Registrar's/Records Office of the student's home campus. Once the home campus receives the Academic Report, it can take several weeks for the campus to post courses and grades to the student's CSU transcript.

Students also receive a cover letter attached to the Academic Report which contains useful information about the Academic Report. It is important that students **READ** this letter and keep it with their Academic Report for future reference.

Students who have not received their report or have received an email about their report by the end of the fourth month after they have completed their year abroad and are concerned may contact OIP at (562) 951-4790 to check on the status of their Academic Report. Until this time, students are expected to be patient.

Due to the delays with receiving grades for some countries (e.g. France, Germany, and Ghana), graduating seniors might have to postpone their graduation date depending on when the Academic Report can be sent to their home campus.

Graduating Seniors: Academic reports for graduating seniors are given priority processing but seniors should understand that it still can take a minimum of four months to process reports. For this reason, it is often not possible to graduate in the term following their last semester abroad. Students who plan to apply to graduate schools following their year abroad can still apply for graduate programs as long as they inform the institutions to which they are applying of a possible delay in the posting of their degree.

**IMPORTANT:** If students have an outstanding account related to their international studies, the Academic Report will NOT be released to their home campus until the debt has been cleared. Notification of outstanding accounts will be sent to the student's permanent home address.

## Frequently Asked Questions

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**Question:** Am I required to take the equivalent of 15 units each semester abroad even though I don't need the extra units to graduate? **Answer:** Yes.

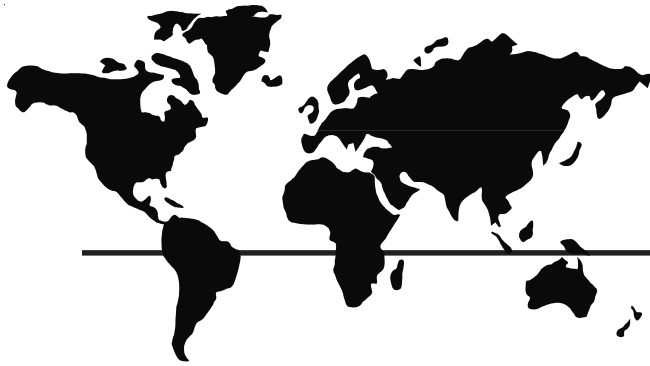
**Question:** I want one course to be reported as a Credit/No Credit to my home campus. Can I take this course on a Pass/Fail basis at my host university? **Answer:** No. You must take the course for a regular grade but if you complete the *Credit/No Credit Course Request* form and your request is approved, the course will be reported to your home campus as a Credit/No Credit.

**Question:** Someone told me that if I don't take an exam in one course while I am on IP, the course would not show up on my CSU transcript. Is that true? **Answer:** No. The OIP receives a list of all completed and uncompleted courses from all institutions where our students are attending. If a student does not complete a course for any reason, the course will be reported as a WU to the home campus. This is equivalent to an F in GPA calculations.

**Question:** I have been abroad for one semester and I would like a mid-year report of the work that I've done. Will the OIP provide this to me? **Answer:** It is not our policy to issue mid-year Academic Reports. Reports are only provided after ALL grades for the entire year have been submitted to the OIP.

**Question:** I am going to a university which doesn't have a Resident Director or a person employed by the CSU International Programs. Who can I contact if I have academic questions? **Answer:** If your question relates to IP Academic Policy, reread the Academic Arrangements section of this Participant Guide which is also available online. You can also go to the International Office of your host university. If they are unable to answer your questions, they will contact our office for assistance.





## General

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The International Program is affiliated with six universities in Australia: Griffith University, Macquarie University, the University of Queensland, Queensland University of Technology, the University of Western Sydney, and Victoria University. CSU students apply to an academic program, and the Office of International Programs places qualified students at a university based upon their academic preparation as well as programmatic considerations. Disciplines are strictly limited to those indicated below. The Australia program is based upon the principle of reciprocal exchange of students, and admission is competitive.

### Griffith University

Another Queensland university, Griffith began in 1975 and now has 29,000 students, including 5,500 international students in more than 140 undergraduate degree programs on five campuses from Brisbane to the Gold Coast. Students may apply to study Australian Studies, Business, Engineering, Environmental Studies, Information Technology, and Tourism and Hotel Management.

### Macquarie University

Located in Sydney's northern suburbs, Macquarie is also a fairly new university with a reputation for innovation. Programs are available in Australian and Aboriginal Studies, Business, and Psychology.

### Queensland University of Technology (QUT)

QUT was created in 1989, however, its origins go back to the beginning of technical and teacher education in Queensland in 1849. It currently has three campuses in metropolitan Brisbane, enrolling over 28,000 students. Programs available are Business Studies, Communication Studies, Engineering, Information Technology, and Performing Arts (Dance and Drama).

### The University of Queensland (UQ)

The oldest university in Queensland, UQ is one of the leading universities in Australia and a world-class research institution. CSU students study at the St Lucia campus located in a bend of the Brisbane River in the city of Brisbane. UQ enrolls approximately 30,000 students in 350 programs through the Ph.D. International Programs students may study Marine Biology at UQ.

### The University of Western Sydney (UWS)

UWS has six campuses located in the western suburbs of Sydney. Programs are offered in Agriculture and Horticulture, Food and Nutrition, Hospitality Management, Kinesiology and Exercise Science, and Occupational Therapy.

### Victoria University (VU)

Generally known as Victoria University, VU is one of Australia's largest universities with 14 campuses in Melbourne, and enrolls over 50,000 students. Disciplines available are Business, Engineering, Hospitality and Tourism, and Human Movement (Physical Education). Students attend the Footscray Park campus, six kilometers from the Melbourne Central Business District.

## Academic Calendar

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The academic year in Australia is divided into two semesters. As the seasons are reversed from those in the Northern Hemisphere, the first term begins late February and runs until the end of June or early July. The second term begins late July and ends in late November or early December.

## Academic Advising

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The Australian system of higher education derives from the British model, although it has developed along unique lines. In that model, general education as a component of the undergraduate degree is unknown. Undergraduate students enroll in a program of study that is relatively fixed and highly focused within the particular subject. The degree program normally takes three years to complete except some specialized or professional fields such as Engineering, Teaching or Physical Therapy, which requires a fourth year of study. CSU students will enroll only in courses within the approved field of study in which they are placed, following the same general plan as their Australian counterparts.

Since the Australian undergraduate student covers a field of study in great detail, they spend two to three times as long in concentrated study as does the typical American undergraduate. It is not surprising, therefore, to find American seniors taking second or third year courses in Australia.

Students should be aware that there is a distinction between first, second and third year courses. First year courses are usually introductory courses and taken by students in their first year of university study. Depending on course content, these are generally considered lower division courses. Second and third year courses are more advanced and considered equivalent to upper division courses. American students will find that second and third year courses can require more prerequisites and students are expected to have met prerequisites if they wish to take the course. If in doubt about whether the course is a first, second or third year course, students should look at the course description or outline online or ask their advisor at their host university during their academic advising sessions after arrival.

Students are expected to enroll in a minimum of 15 CSU semester units each semester. Since most courses in Australia are worth four CSU semester units, CSU student will enroll in the equivalent of 16 CSU units each semester. Full time courseload equivalents and unit value equivalents are explained in the following table:

Australian University	CSU courseload requirement at Australian University per semester	Unit equivalent
Griffith University	40 credit points = 16 CSU units	10 credits = 4 CSU units
QUT	48 credit points = 16 CSU units	12 credits = 4 CSU units
Macquarie University	12-14 points = 16 CSU units	3 or 4 credits = 4 CSU units
UQ	8 units = 16 CSU credit units	2 units = 4 CSU units
UWS	40 credit points = 16 CSU units	10 credit = 4 CSU units
VU	40 credit points = 16 CSU units	12 credits = 4 CSU units

Note: CSU units above are based on the semester system. To calculate CSU quarter units, multiply CSU semester units by 1.5.

## Assessment and Grading

A course at an Australian university usually combines both seminars/tutorials and lectures, and students are expected to perform a great deal of independent work (e.g. reading, library study and doing research) in order to achieve high marks. Participation in class discussions during the seminars and tutorials is expected in addition to regular assignments. Courses may require fewer assignments but these assignments are worth a higher percentage of the total grade. For example, it is not uncommon to have a large percentage of a final grade based upon only one or two exams.

Attendance is graded, and failure to attend the majority of lectures and tutorials can result in a professor refusing admission into the final exam and/or giving you a much lower grade. Australian universities also have strict policies with

regards to taking exams and may not allow a student to take an exam if the student arrives late. Therefore, it is important that you become familiar with the test-taking policies by reading these policies when you arrive at your host university and again, before you take any exams. CSU students are expected to comply with the policies implemented by their host university.

Typically, the Australian grading system is based on a seven-point scale. The mark of "High Distinction" is the best grade a student can receive, followed by "Distinction". Both grades equate to an A. "Credit" equates to a B and "Pass" equates to a C. "Pass Conceded" equates to a D and "Failure 1 or Failure 2" equates to an F. Students can get a general idea of the grading scale and grade conversion by reviewing the table below. Note that grading scales, percentages and grade conversions shown in the table can differ slightly between institutions.

Australian University	US University Grade
7 = High Distinction (HD) (85-100)	A
6 = Distinction (D) (75-84)	A
5 = Credit (CR) (65-74)	B
4 = Pass (P) (50-64)	C
3 = Pass Conceded (PC) (45-49)	D
1 or 2 = Failure (44 and below)	F

## Academic Reporting

To ensure accurate reporting, OIP will report courses taken in Australia by using a special course designation number, which will allow the student to receive CSU resident credit in the subject area in which the course was taught. The title of the course taken will also be reported to the CSU campus and posted to the student's CSU academic record. This method of reporting means that students will need to furnish course descriptions, syllabi and other course materials to their home campus advisors in order to apply for credit towards specific major, minor or general education requirements. Students should expect to complete campus-based forms (petitions or course substitution requests) with the assistance of their advisor(s). If courses are not needed for specific degree requirements, then it is usually not necessary to complete any other forms at your campus.

## Course Offerings

Students are encouraged to consult the university's websites for specific course offerings, keeping in mind that CSU students are limited to the disciplines indicated below, and sometimes to courses for international students.

Each semester, students are expected to take a minimum of three courses within the approved area of study in which they are placed, following the same general plan as their Australian counterparts. The fourth course can be an elective course.

Admission to courses is subject to availability, approval of the host university and the particular department's prerequisites.

Most courses taken are equivalent to four CSU semester units. All students are required to take four courses each semester, which is equivalent to 16 CSU semester units.

## Griffith University

CSU students are admitted to study in the following areas:

- Australian Studies (Nathan campus)
- Business Studies (Gold Coast or Nathan campus)
- Communication Studies (Gold Coast or Nathan campus)
- Engineering (Gold Coast or Nathan campus)
- Environmental Studies (Nathan campus)
- Hospitality and Tourism (Gold Coast campus)
- Information Technology (Gold Coast or Nathan campus)
- Studio Art (Queensland College of Art, South Bank campus)

Below is a table containing areas of study and the corresponding departments at Griffith in which students can take courses subject to the conditions stated under "Course Offerings".

Areas of study	Relevant courses can be found in the following departments:
Australian Studies	See list below.
Business Studies	Accounting Banking Finance Business & Management Sales & Marketing
Communication and Media Studies	Communication and Media Studies
Engineering	Engineering
Environmental Studies	Environmental Studies
Hospitality and Tourism	Tourism
Information Technology	Information Technology
Studio Art	Visual Arts and Crafts

Students who were accepted to study Australian Studies will choose their courses from the list below subject to the conditions stated under "Course Offerings".

### Economics and Econometrics

1003IBA Globalisation the Asia-Pacific and Australia

### Language and Literature

2103ART Contemporary Australian Writing

### Political Science and Policy Studies

2002PPP Australian Politics

2004ART Government and Economy

3003PPP Queensland Politics

### Studies in Human Society

1007ART Social Sciences in Australia

2033ART Reconstructing the Aboriginal Australian

2056ART Contact Zones

2101ART Australian History

2015IBA Communicating Across Cultures in Asia and Australia

3009ART Australian Literature and History

3053ART Methodology and Contemporary Aboriginal Issues

3041ENV Development and Indigenous People

3002IBA Australia's Foreign Relations

Course descriptions can be found on the web by doing the following:

Go to < <http://www.griffith.edu.au/programsandcourses/> >. Below "Course Options", Click on "Course (Unit of Study) Search". Click on "Subject area" (on the menu on the left column). Select the department under "Select a Subject Area" and select the "Semester" and appropriate campus under "Campus". If the semester that you wish to attend is not yet online, then select any semester to get an idea of the course offerings and keep checking the website for updates.

### Course Codes

At Griffith, each course is given a unique course catalogue number (course code) in the following format: nnnnAAA. AAA is a three character alpha code for the School which is the academic owner for the course and nnnn is the four character numeric code providing the unique identifier. The first number represents the course level as follows:

1000-1999 First-year courses (lower division)

2000-2999 Second-year courses (upper division)

3000-3999 Third and fourth-year courses (upper division)

## Macquarie University

CSU students are admitted to study in the following areas:

- Business Studies
- Psychology

Below is a table containing areas of study and the corresponding departments (and department abbreviations) at Macquarie in which students can take courses subject to the conditions stated under "Course Offerings".

Areas of study	Relevant courses can be found in the following departments:
Business Studies	Accounting & Financial Management: ACCG Business Administration: BBA Business: BUS Economics: ECON Human Resources Management: HRM Marketing: MKTG
Psychology	Psychology: PSY

Course descriptions can be found on the web by selecting the specific departments at <<http://handbook.mq.edu.au/units.php>>.

## Course Codes

- 100-199 First-year courses (lower division)
- 200-299 Second-year courses (upper division)
- 300-399 Third and fourth-year courses (upper division)

## Queensland University of Technology (QUT)

CSU students are admitted to study in the following areas:

- Business Studies (Gardens Point campus)
- Communication Studies (Kelvin Grove campus)
- Engineering (Gardens Point campus)
- Information Technology (Gardens Point campus)
- Performing Arts: Dance and Drama (Kelvin Grove campus)

Below is a table containing CSU majors and the corresponding "faculties" and degree programs at QUT in which students can take courses subject to the conditions stated under "Course Offerings".

CSU Major (approved area of study)	Relevant courses can be found in the following degree programs:
Business Studies	Faculty of Business Accountancy: Advertising Banking and Finance Economics Electronic Business Human Resource Management International Management Management Marketing
Communication Studies	Creative Industries Faculty: Communication Design Mass Communication Journalism Media and Communication
Engineering	Faculty of Design & Built Environment: Civil Engineering Electrical Engineering Mechanical Engineering
Information Technology	Faculty of Information Technology
Performing Arts	Creative Industries Faculty: Dance* Drama

\*Practical courses in Dance require previous dance training and an audition video/DVD.

To find course information, go to the following website: < <http://www.qut.edu.au/study/courseinfo/> >. Under "Course List" click on the study area in which you were approved. To find courses, click on the Bachelor program(s) relevant to your study area as this is where you will find a course list. Scroll down to "Course Structures" and click "Full time course structure" or the area that you were approved to study. Scroll down the webpage and you will find a list of courses and

course information by clicking on the specific course. In the box, select "Unit Synopsis" or "Unit Outline" format.

## Course Codes

At QUT, each course is given a unique course catalogue number (course code) in the following format: AAAnnn. AAA is a three character alpha code for the School which is the academic owner for the course and nnn is the three character numeric code providing the unique identifier.

In the faculties of Business and Creative Industries, the first number represents the course level as follows:

- 100-199 First-year courses (lower division)
- 200-299 Second-year courses (upper division)
- 300-399 Third and fourth-year courses (upper division)

## The University of Queensland (UQ)

CSU students are admitted to study at the St Lucia campus in the following areas:

- Australian Studies
- Business Studies
- Environmental Studies
- Marine Biology
- Psychology

Below is a table containing areas of study and the corresponding departments at UQ in which students can take courses (subject to the conditions stated under "Course Offerings").

Areas of study	Relevant courses can be found in the following departments:
Australian Studies	Aboriginal & Torres Strait Island Studies Anthropology
Business Studies	Accounting Business Economics Business Information Systems Business Management Economics FinanceMarketing
Environmental Studies	Environmental Management Environmental Science
Marine Biology	Aquaculture & Marine Biotechnology Coastal Management Marine Biology & Ecology Marine Geology & Coastal Processes
Psychology	Psychology (Arts - St. Lucia)

Course descriptions can be found on the web by selecting the specific departments at < <http://www.uq.edu.au/study/index.html?page=40073> >. Click on the undergraduate major. Note that CSU students must select majors offered at the St Lucia campus. Click on "Course list" to view the courses offered as part of that degree. Then click on the course code to obtain course information. If the course description is available, you will be able to click on "Profile". If you cannot find courses listed for 2009, then view a sample

listing under 2008, and keep checking the website for up-dated course information for 2009.

### Course Codes

At UQ, each course is given a unique course number in the following format: AAAAnnnn. AAAA is a four character alpha code for the School which is the academic owner for the course and nnnn is the four character numeric code providing the unique identifier. The first numeric character reflects the following levels:

- 1 = First-year course (lower division)
- 2 = Second-year courses (upper division)
- 3 = Third and fourth-year courses (upper division)
- 4 = Fourth-year level (upper division)

### The University of Western Sydney (UWS)

CSU students are admitted to study at UWS in the following areas:

- Agriculture and Horticulture (Hawkesbury campus)
- Food and Nutrition (Hawkesbury campus)
- Hospitality Management (Parramatta campus)
- Kinesiology and Exercise Science (Campbelltown campus)
- Occupational Therapy (Campbelltown campus)

Below is a table containing areas of study and the corresponding degree programs at UWS in which students can take courses subject to the conditions stated under "Course Offerings".

Areas of study	Relevant courses can be found in the following degree programs:
Agriculture	Bachelor of Agriculture
Food and Nutrition	Bachelor of Applied Science (Food and Nutrition)
Hospitality Management	Bachelor of Business (Hospitality Management) Bachelor of Hospitality Management
Kinesiology & Exercise Science	Bachelor of Applied Science (Sport and Exercise Science)
Occupational Therapy	Bachelor of Applied Science (Occupational Therapy)

Course descriptions can be found on the web by selecting the specific degree programs at: < [http://handbook.uws.edu.au/hbook/COURSE\\_SEARCH.ASP](http://handbook.uws.edu.au/hbook/COURSE_SEARCH.ASP) > (or you can go to <<http://handbook.uws.edu.au/hbook/>> and click on "Course Search").

Under "Area of interest" click "All areas". Under "Course Type", click "Undergraduate only". Then search for the degree listed above (next to your area of study in which you were selected) and click on the numeric code for the degree. As you scroll down that webpage, you will find courses relevant to your degree. To find specific course descriptions, click on the UWS unit code.

You can also find course information by entering the degree program as it is written above under "Course Name". You can find courses offered for that degree by clicking on

the code for the degree program(s) listed. As above, you will find courses relevant to your degree by scrolling down that webpage. To find specific course descriptions, click on the UWS unit code.

Course information can also be found in UWS Handbook for 2009 which was not available at the time this publication was printed. Check their website periodically for updates.

### Course Codes

At UWS, each course is given a unique course number containing six digits. Courses have different levels and course level information is provided in the course description. The following is a general guideline for how courses translate back to the CSU system.

- Level 1 = First-year course (lower division)
- Level 2 = Second-year courses (upper division)
- Level 3 = Third and fourth-year courses (upper division)

### Victoria University (VU)

CSU students attend the Footscray Park campus (six kilometers from the Melbourne Central Business District), and are admitted to study in the following areas:

- Business Studies
- Engineering
- Hospitality and Tourism
- Kinesiology and Exercise Science

Below is a table containing CSU majors and the corresponding Schools at VU in which students can take courses from subject to the conditions stated under "Course Offerings".

CSU Major (approved area of study)	Relevant courses can be found in the following degree programs:
Business Studies	School of Accounting and Finance School of Applied Economics School of Hospitality, Tourism and Marketing School of Information Systems School of Management
Engineering	School of Architectural, Civil and Mechanical Engineering School of Electrical Engineering
Hospitality and Tourism	School of Hospitality, Tourism and Marketing
Kinesiology and Exercise Science	School of Human Movement, Recreation and Performance

To find course descriptions, go to: < <http://wcf.vu.edu.au/Handbook/index.cfm?Search=Search> >. Then click on "Handbooks" near the top of the webpage (in the light blue row). The year that you will attending VU should be entered for "Handbook Year" and click on "Next". Click on "View all Courses List" near the top of the screen. Scroll down until you find the School related to your approved area of study (listed above) and click on the degree program that best describes the CSU major that you are enrolled in or the

area in which you were approved to study. You will find courses and course information offered for your study area by scrolling down the webpage.

Students must select courses related to your study area from the Footscray Park campus only.

### **Course Codes**

At VU, each course is given a unique course number in the following format: AAAAnnnn. AAA is a three character alpha code for the School which is the academic owner for the course and nnnn is the four character numeric code providing the unique identifier.

# THE CALIFORNIA STATE UNIVERSITY INTERNATIONAL PROGRAMS

## CREDIT/NO CREDIT COURSE REQUEST

(8/08)

This form is to be used by CSU International Programs (IP) participants who are requesting to have a course taken abroad reported as a Credit/No Credit (CR/NC) to their home campus in compliance with regulations governing CR/NC, which are explained in the Participant Guide and listed below. Once completed and signed, give the form to the Resident Director or Resident Coordinator. If there is no Resident Director/Coordinator at your host university, give this form to an official from the International Office at your HOST university who will forward the form to the Office of International Programs on your behalf.

I, \_\_\_\_\_ having read, understood, and agreed to comply with the  
PRINT: First name Last name  
regulations governing Credit/No Credit (CR/NC) listed below, wish to have the following course(s) reported to my home campus as a CR/NC:

Course number	Course title	Term the course was taken	Final Exam Date(Day/Month/Year)

I understand that it is my responsibility to ensure that I comply with the regulations governing Credit/No Credit (CR/NC) for the course above with my home campus and that once this form is approved by the Office of International Programs, this decision is final.

My host university is: \_\_\_\_\_ My home campus is: \_\_\_\_\_

### IP Policy on Credit/No Credit:

1. All courses must be taken for a letter grade at the host university, however, via this form, students may designate one course per semester for a maximum of six semester units for the year to be reported to the home campus as a CR/NC.
2. Approved requests will be reported to the student's home campus as a CR/NC and appear on student's CSU academic record but it has no effect on the grade point average.
3. Language acquisition courses in countries where the national language is not English cannot be taken CR/NC but must be taken for a letter grade.
4. Requests must be consistent with CR/NC regulations set by the student's home campus and major department. Normally, courses fulfilling major requirements must be taken for a letter grade.
5. CR/NC requests must be submitted to the Office of International Programs at least one month prior to the final examination date of the course.
6. CR is awarded for grades A through C- in undergraduate courses, and A through B- in graduate courses. NC is assigned for D+ through F in undergraduate courses, C+ through F in graduate courses, contingent upon compliance with #4, above.
7. Incomplete forms, which omit the course information requested above and/or requested signatures below will not be considered.

\_\_\_\_\_  
Student's signature

\_\_\_\_\_  
Date (Day/Month/Year)

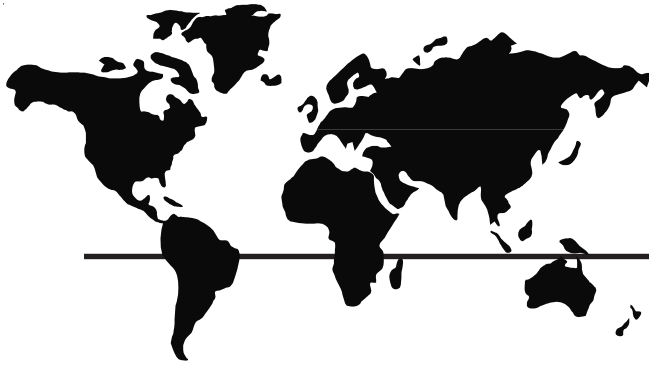
Form was received by:

\_\_\_\_\_  
Resident Director/Coordinator or Host University Official

\_\_\_\_\_  
Form was received on: (Day/Month/Year)

To Resident Director/Coordinator/Host University Official: Please forward this form to the Office of International Programs. International Programs, CSU Office of the Chancellor, 401 Golden Shore, 6th Floor, Long Beach, CA 90802-4210 USA Fax: (562) 951-4983





## Financial Planning

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A crucial ingredient of a successful year overseas is a sound financial plan. This point cannot be overemphasized. Without adequate funds, you simply cannot manage to live and study overseas. This section should give you the information you need to plan your finances for the upcoming year overseas.

During the time you were applying to IP, you were carefully considering the costs as described in the *Financing Your Year Overseas* pamphlet. By now you should have a good idea of your resources for the coming year and should have applied for financial aid, if necessary. The amounts shown on the Program Cost sheet (attached to the Agreement) are based on the experience of the current year's students. These **estimates** are useful for planning purposes, but are subject to changes due to currency fluctuation, inflation, and costs out of OIP's control.

You should understand that in paying these costs you have not purchased a "package tour" which guarantees that all your expenses will be paid and all services delivered. Tour companies can do this because they add a healthy profit margin for themselves. If their prediction of costs is too low, they have to take the difference out of their profit. If it is too high, their profit is higher.

IP does not make a profit. The money you pay to us is used solely for your own expenses. If there is anything left over at the end of the year, you will receive it back as a refund. If costs are excessively higher than expected, it might be necessary to ask you to pay the difference, as you agree to do in the Agreement you sign before participating. We do not like to ask our students to pay more money and, understandably, they do not like to do it. This situation is a rare occurrence.

Costs usually vary somewhat from the previous year. Check the figures carefully so that you understand the anticipated costs for this coming year, as each item is explained in this document. In particular, look at the "Estimated Out-of-Pocket Expenses" on your Program Cost sheet, which are the items you will pay for individually while overseas. These amounts are **estimates only**, but should be considered **minimum** amounts. Do not expect to get by on less.

Since you ordinarily cannot work legally overseas, you should not plan on earning any money during the year.

After reading this section and reviewing your Program Cost sheet, if you still have any questions about finances, please feel free to contact OIP about them. It is far better to resolve any questions or problems now, rather than to wait until you are overseas. Before you depart, make sure that you will have sufficient funds for the entire year.

## Explanation of Cost Estimate

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You have decided to participate in the California State University International Programs. IP does not generate profit for the CSU, but rather provides students with affordable, academically enriching international opportunities. Your decision to be an IP participant means that you are aware that the Office of International Programs (OIP) will be making some arrangements for you and that OIP will therefore have control of some of your program-related costs.

There are many benefits to participating in a study abroad program managed by a central office such as OIP. OIP takes care of numerous things for you that you would otherwise have to manage yourself if you were going abroad independently. For example, OIP assists you with such things as information about how to obtain your student visa, temporary housing arrangements, admission to and registration at a foreign university, health insurance, orientation before departure and upon arrival, and, in some cases, flight arrangements.

You may hear from others that you can get a "better deal" if you make your own arrangements. However, we caution you to remember that, more often than not, making your own arrangements can be extremely time consuming and costly if you have to do them yourself, especially if you do not speak the language of the host country fluently. And sometimes, students who attempt to make their own arrangements to "save money" end up paying for extra things that they forgot to account for at the outset. OIP takes care of the "BIG things" so that you can focus on the little things that will make your trip more memorable for you. By and large, students appreciate the plans made by OIP, especially at the beginning of the year when they are still unfamiliar with their new surroundings.

OIP has been operating study abroad programs since 1963. The staff is very familiar with the intricacies of international travel and living. Our unique insights and our combined years of experience give us an advantage when it comes to making arrangements overseas. We do our best to keep costs as low as possible and to make practical decisions to keep you safe and comfortable. We believe that you will be happy with the arrangements we make for you.

Program Cost Estimates are those costs which are paid by you, the student, and are divided into two categories: "Pre-paid Costs," which you pay in advance to OIP, and "Out-of-Pocket Expenses," which you will pay individually while overseas. Refer to the Program Cost Estimate sheet to see when certain payments are due. The separate costs are further described below:

**State University Fee** - This fee covers home campus enrollment. Please note, students seeking a second undergraduate degree will be charged the graduate rate.

**IP Study Abroad Fee** - Mandatory fee for all IP participants. Fee covers costs related to overseas operational expenses including student on-site support and operating costs of the program.

**Insurance** - A mandatory group health and accident insurance plan ordered by OIP and paid in your Program Cost Estimate.

**Departure Processing** - Includes orientation and materials sent to students prior to departure.

**Housing and Meals** - Students select and arrange for their own housing, either in university dormitories or off-campus flats. Arrangements for meals will depend on the housing option.

**Mandatory Student Health Fee (OSHC)** - This is a compulsory fee charged of all international students in Australia. This fee must be paid prior to arrival. Once fee has been paid, a Confirmation of Enrollment (CoE) will be processed for the student's visa.

**Personal Expenses** - Estimates of personal expenses can at best be only a rough guess, but the amounts indicated are based on the average for last year's students. Included are such items as clothing, postage, entertainment, books, etc. Please bear in mind that estimates for personal expenses, as well as for other out-of-pocket expenses, are minimum amounts. Do not expect to get by on less.

**Roundtrip Transportation** - The cost of transportation to and from the overseas center.

**Warning: Vacation expenses are NOT Included in the Program Cost sheet.** Vacation/travel expenses have not been estimated because the amount students spend on this item varies so greatly. In the past, average expenses have ranged from \$500 to \$2,000 and the individual variation is so great that it is hard to make sound predictions. If you plan to travel before you return to the States, you will need to add even more to your travel budget.

## The State of California Keeps Costs Down by Contributing toward the Program Costs

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It is useful for you to know that the cost of providing education at any California State University campus is approximately \$12,567 per year per student. The student only has to pay about \$3,864 per year, and the State of California pays about \$8,703 per year toward each student's education.

IP programs are more affordable than most study abroad programs of comparable quality, duration and academic value because the State of California supports study abroad by contributing to the IP program costs. When you study abroad with IP, you are still only required to pay the same university fees that you would pay if you were attending at your home CSU campus (about \$3,048 plus graduate and summer fees where applicable per year).

The State of California wants CSU students to study abroad to broaden their horizons and to acquire international, linguistic and multicultural skills, and therefore contributes toward the cost of study abroad, instead of passing those costs on to students. The costs that are covered by the State of California include such things as the host university tuition, academic and logistical program arrangements, overhead for operating office facilities, and staff salaries in California and overseas.

## Changes to Program Cost

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The Program Cost sheet shows the standard **estimated** costs for a single IP student at your host country. This information must be adjusted for students with dependents and those students who arrange their own housing. **Request for changes to your program cost should arrive at OIP by ◀ November 1.** Once an adjustment has been approved which will affect your prepaid costs or payment schedule, OIP will send you an official revised Program Cost Estimate sheet.

## Financial Data Form

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To be assured that IP students have sufficient funds for the year overseas, OIP requires that each student complete a Financial Data form and return it by ◀ **October 15.** If your financial situation changes before departure, you must inform OIP.

## W-9S

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Students enrolled in the International Programs may be eligible for the Lifetime Learning credit, which provides for a credit of qualified tuition and fees per tax year. In order for us to file the appropriate reports/claims, we request that you (or the person claiming you as a dependent) complete Part I of the W-9S *Request for Student's or Borrower's Social Security Number and Certification* form and return it to our office by ◀ **October 15.** For more information please see: <<http://www.irs.gov/pub/irs-pdf/fw9s.pdf>>.

## Payment

The total Prepaid Cost should arrive at OIP by ◀ **October 15**.

You may send your check or money order payable to:

### CSU INTERNATIONAL PROGRAMS

#### Mall to:

CSU International Programs  
401 Golden Shore, Sixth Floor  
Long Beach, California 90802-4210

**Make sure your name and host country are clearly indicated on the check.** This is particularly important if someone other than you is making the payment. Otherwise we may not be able to credit the proper account. If you wish to pay using your Visa or MasterCard, please complete the required information on the Program Cost Payment form and return to OIP by ◀ **October 15**.

No receipts will be given for personal checks; your cancelled check will serve as a receipt. A \$10 fee will be charged for all returned checks.

#### Deferment of Prepaid Cost

Your entire Prepaid Cost is due by ◀ **October 15**. However, if you are unable to pay the full amount you may choose one of the following options:

**Financial Aid** - Prepay \$500 and defer the remainder until your financial aid is disbursed. If you choose this method of payment, you should indicate so on the Program Cost Payment form and return **with your \$500 deposit**.

By November 15—or before you leave for your study center (which ever comes first)—you will need to provide OIP with an award letter or a letter from your financial aid counselor stating that sufficient aid to cover your remaining payment due will be awarded. The amount due will be deducted from your financial aid.

**Parents' Payment Schedule** - Prepay \$500 and parents make payments for the balance due. If you choose this method of payment, you should indicate so on the Program Cost Form and return **with your \$500 deposit**. The balance due should be paid in not more than six monthly installments with the final payment arriving in OIP no later than May 30, 2009.

Parents should be aware, any refunds due will be returned to the student.

Note: At the end of your academic year if you have a financial obligation, it may result in a financial hold being placed on your academic records. If the obligation continues, your name will be given to the Franchise Tax Board for collection.

## Financial Aid - Procedures

Except for Federal Work Study, IP participants continue to be eligible for all student aid programs such as Cal Grant A or B, Pell Grant, SEOG, SUG, Perkins Loan, EOP Grants,

Stafford Loans, and scholarships. We expect that, if you require financial aid, you have already filed the Free Application for Federal Student Aid (FAFSA) and that you are complying with your campus financial aid office's requests and deadlines.

### US Department of Education FAFSA:

<http://www.fafsa.ed.gov/>



If you have just determined that you will need assistance, we recommend that you contact your campus financial aid office immediately. Most campus financial aid offices have designated a counselor to work specifically with IP students.

1. Visit your financial aid office and complete the application materials as instructed. Inform the counselor that you will be an IP participant. Many campuses will ask you to indicate this on your application and on all documents to make it easier to process your award and to handle your checks properly while you are overseas.
2. Make sure that you have submitted all required paperwork. This is **YOUR** responsibility.
3. Complete and submit the Financial Data form to OIP. The Authorization for Transmittal of Financial Aid (part of the Financial Data form) permits your home campus to send OIP what may be owed on your program cost or send your financial aid to OIP.
4. A few weeks before you depart, contact your financial aid counselor to verify that your file is complete.

**IMPORTANT NOTE:** Students who will rely on financial aid during periods of study abroad must confirm with the financial aid office that they will be eligible for aid during the period of planned enrollment.

If you are a financial aid recipient you must also confirm with your campus financial aid office that you are currently making satisfactory academic progress and that you will not exceed the maximum time frame for receiving financial aid during the period that you are abroad.

## Financial Aid - Disbursement

**WARNING:** It is your responsibility to remove all CSU home campus "holds" on your records before you go abroad. A "hold" on your records will prevent you from receiving financial aid. This includes Library holds, and all other campus holds including the Records Office, Financial Aid Office, your own academic department and any other campus office that may put a "hold" on your records. Before you leave, be sure to clear all "holds." This is your responsibility and will prevent problems in the future.

In order for you to receive your financial aid efficiently, your home campus may disburse your financial aid directly rather than through OIP. Most campuses are able to do this, but a few are not. If your campus is disbursing your aid, the campus should follow the same disbursement procedure it

would use if you were to remain on campus. If you have deferred any portion of your program costs with financial aid, the amount due will be deducted and sent to OIP each quarter/semester with the balance disbursed to you. **It is your responsibility to make sure your home campus has your disbursement instructions on hand prior to your departure. Double check that your mailing address is current at your home campus.**

If your campus cannot disburse financial aid directly to you, they will send it to OIP and you will need to tell OIP where you want it sent. Again, any deferred program costs will be deducted from your financial aid prior to disbursement. If you have questions about where your financial aid check is being sent, please contact your campus financial aid office and if you have questions about your deferred program costs, please contact OIP prior to departure.

## **When Can You Expect Your Financial Aid?**

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Every year, IP students are very anxious about receiving their financial aid overseas. Please read this information carefully so that you will not be financially unprepared (stuck overseas without any money).

The first thing you must understand is that it will take time for you to receive your first financial aid check. **You are advised to have enough money to cover your first two months worth of expenses.** It may take that long for your financial aid to reach you.

Second, you need to know where your financial is being sent.

Third, you need to have a back up plan in case your financial aid is delayed.

## **OIP Emergency Loans**

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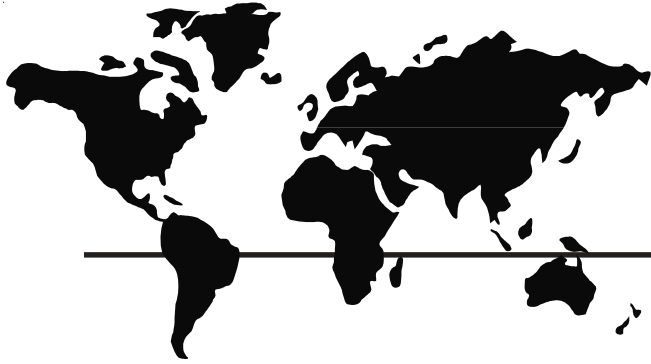
Students may borrow money from OIP as follows:

1. In an emergency, students may borrow up to \$300.00 at a time through August 31; this date is subject to change.
2. Students may borrow funds against late receipt of financial aid **if** OIP can determine status of the financial aid disbursement.
3. Students may borrow money to pay for medical expenses such as extended hospitalization. These loans must be for a covered illness and backed up by insurance claims payable to OIP.

## **Certification of Enrollment**

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While OIP can provide certification/verification of concurrent enrollment to scholarship donors, insurance companies, etc., please remember that it is not OIP's responsibility to make sure your campus processes the forms--this is still your responsibility.



# Health and Safety Abroad

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As you prepare to spend a year abroad, health, safety and security are important issues for you to consider. Each year hundreds of students study abroad and return safely. This does not mean that you should ignore this aspect of your preparation, studying abroad is not "risk free." In preparing you should first realize that there are a wide range of potentially serious situations that may or may not apply to you. In one country, traffic accidents may pose (statistically) the largest danger to you, while in another country the AIDS virus may be a more serious threat. Perhaps the most important variable is you—your health situation, personal habits, the activities you choose to engage in or the places you choose to go.

No orientation can alert you to every potential difficulty. We will provide you with some background and additional information sources so that you can make informed decisions both as you prepare and while you are abroad. Read this *Guide*, attend the Predeparture Orientation, and learn as much as you can about the country to which you are going. Explore additional sources if you have more questions.

## Health & Medical Issues

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### The Health Examination

In order to prepare physically and emotionally for living and studying overseas for a year, you are required to have a medical checkup before you go. Your medical record will be on file overseas for reference purposes in case of emergency. You and your physician must complete the Health Status Report and return it to OIP by **October 15**.

This report also verifies the physical condition of the applicant for insurance purposes and alerts the OIP and overseas staff of any special physical and psychological factors that may affect your performance, comfort and safety while an IP student. It is vital that this examination be thorough and accurate. It is intended to be a general survey of your health and should be completed by a general practitioner, unless your specific health situation requires reporting by a specialist. Reports completed by chiropractors are not acceptable.

You should make an appointment immediately in order to meet the deadline. Many campus health centers will complete the form for enrolled students if arrangements are made well in advance of the end of the term.

### Students with Special Needs

Students with special needs, such as physically disabled students, or students with learning disabilities, will have the opportunity to make their needs known after selection. IP makes every effort to accommodate such students in cooperation with host institutions abroad. Students with special needs are encouraged to identify themselves to make adequate planning possible. In some cases, adequate facilities or services for students with specific types of disabilities may not be available at their chosen overseas study centers.

### Preparing for Other Health Issues

You can also prepare for the year ahead by reviewing the following:

**Medical/Dental Work** - We advise taking care of any existing medical problems and dental work before departure. Routine dental care is not included in IP insurance coverage. Lists of doctors and medical facilities are available from the IP office overseas.

**Inoculations** - Although specific shots may not be required for all IP countries, depending upon your personal situation, it may be a good idea to be immunized against major communicable diseases. If you are planning to travel to other countries while overseas, check to see if any inoculations are required. **Consult your physician for advice.**

**Eye Glasses/Contact Lenses** - Take a copy of your prescription, as well as an extra pair of glasses or contact lenses with you. Routine eye examinations are not included in the IP insurance coverage. Consider taking a supply of cleaning solution for contact lenses if your eyes are especially sensitive as overseas products may differ.

**Medications** - If you can, take along a year's supply of any prescription medications and any nonprescription medicines (e.g., aspirin, allergy medicine) that you use regularly. Local products may differ. In addition you should be aware that adjustments to unfamiliar food and water may create intestinal problems; ask your doctor to recommend an anti-diarrhea treatment.

Students currently taking medication for an ongoing medical condition should consult with their physicians regarding their ongoing care. Ask your doctor if the medications you take are available in the country you are going to and

whether the drug is known by another name. You may be able to continue treatment under a physician's care overseas. If you determine that you will need to have medications shipped to you overseas, you must observe any laws enforced by your host country regarding shipment and receipt of medication. The best resource for information about such regulations would be the host country's embassy in Washington D.C. Contact information is on the Web. For example, "the Embassy of Italy in the United States."

Students should note that the CSU insurance policy does not cover "pre-existing conditions." Therefore, students with chronic medical conditions who know that they will need ongoing care while living abroad would be wise to continue coverage with their current health insurance company. Any questions you have about this should be directed to Somerton Insurance before departure. Telephone: (800) 853-5899 or (916) 314-5500.

## Health Conditions Overseas

Do not expect conditions to be the same as in California. Health issues will also be a topic during your on-site orientation. Regardless of your host country, most IP students will probably have a few minor stomach upsets due to adjustments to food and water. During vacation travel to other countries you will probably be faced with unfamiliar health conditions. The following sources have helpful information about staying healthy overseas:

- *Health Information for International Travel*. Centers for Disease Control. Available for a fee from the Superintendent of Documents, US Government Printing Office, Washington, D.C. 20402 or may be obtained from your local and state health departments. This publication should be available at your local library and the section on "Health Hints" includes interesting and important information.



### Centers for Disease Control:

<http://wwwn.cdc.gov/travel/default.aspx>

- **International Association for Medical Assistance to Travellers (IAMAT)**

IAMAT is a non-profit organization that was established in 1960. IAMAT's objective is to advise travelers about health risks, the geographical distribution of diseases worldwide, immunization requirements for all countries, and to make competent medical care available to travelers by western-trained doctors who speak English besides their mother tongue.



### International Association for Medical Assistance to Travellers (IAMAT)

<http://www.iamat.org/>

**Medical Facilities Overseas** - Nearly all students overseas experience some difficulty in adjusting to different diets, climates, sanitary facilities and other conditions that may temporarily affect their physical well-being. Most of

these problems are of short duration. Adequate medical facilities are available at all centers in the event of more serious illnesses and staff overseas can refer you to appropriate doctors and medical facilities.

## Health Insurance

CSU policy requires that all study abroad students be insured. Therefore, all IP participants are covered by Accident and Sickness Insurance for CSU Students Studying Abroad, included in your IP program costs.

This insurance is only valid outside the US and is considered an "excess" policy. This means that if you have other insurance coverage with another company outside of IP (e.g. through your parents), then you must file the claim with the other company first, then with the IP insurance carrier. Carefully study the policy exclusions and limitations provided in the brochure in the packet. This policy does not cover pre-existing conditions, nor does it cover all medicines or drugs prescribed for outpatient treatment. You may need to maintain your current insurance policy or purchase a new policy that will provide coverage. The policy includes a major medical provision with a deductible, and an accidental death benefit. We should also mention that many of the host countries require students to purchase local coverage, which provides students with additional coverage.

Please note that the CSU policy requires that you pay for medical services up-front, and subsequently file a claim form for reimbursement. If you have a large medical expense, such as hospitalization, OIP is prepared to lend you the funds to cover your expenses until the insurance carriers reimburse you.

The required insurance goes into effect the day before you are asked to arrive overseas and remains in effect as long as you are enrolled in classes with IP. No insurance premium refund is given once you depart the US for your study center. If you withdraw or are disenrolled from IP prior to the end of the academic year, you forfeit participation in the health and accident insurance plan effective on the date of withdrawal as established by OIP. Although the health insurance coverage has proven adequate for most IP participants, it is not a comprehensive policy. **You should carry your insurance card with you at all times.**

### Insurance Brochure & Claim Forms:

<http://www.csuhealthlink.com>

(Select "CSU IP" from the drop down list of Schools, then click on "submit". Once there click on the link to the Brochure or Claim Form.)



**Europ Assistance USA** - Your CSU student health insurance policy includes emergency travel assistance coverage administered by Europ Assistance USA. This is a supplemental part of your health insurance policy valid around the world and can assist you if you should need emergency medical care while traveling abroad, 24 hours a day, 365 days a year. To access their benefits, you MUST contact Europ Assistance USA and let them make all arrangements for any services that you need. The kinds of

services they provide are listed in the insurance pamphlet that we included in your packet.

Upon request, Europ Assistance USA can also provide pre-trip counseling for any countries you will be traveling to. They can also answer questions you may have about your prescription medications before departure or help you replace a prescription while traveling.

For further information on the services provided by Europ Assistance USA, please see the Wells Fargo Student Health Insurance pamphlet provided in your packet, or contact Europ Assistance USA at: (800) 243-6124 (*Toll-free within the United States*) or (202) 659-7803 (*Collect from outside the U.S.*).

## Adjustment & Personal Safety

During your time abroad, you will be required to make adjustments to the people, organizations and culture of your destination. Students going to the United Kingdom often underestimate the number of differences they will encounter. Students going to Asia may tend to underestimate the number of similarities they will encounter. Cultural differences show themselves not only in our relationship to other people but also in the systems people create and the way they operate those systems. Our purpose here is not to open a discussion of intercultural communication, but to point out how these differences may cause miscommunication and affect you, your adjustment and your personal safety.

While you are abroad you will take the opportunity to do and see many things. As you undertake these activities you should always try to be aware that you are in another country. You should also try to make informed and reasonable decisions concerning the safety and advisability of your activities. The list of possible choices is virtually limitless and you will decide what you do and you must accept the consequences. Please read the "Student Conduct" section of this *Guide* for program policies. Three areas seem worth a special mention here.

**Alcohol** - Attitudes about alcohol and customs surrounding its use can be very different abroad than they are at home. Alcohol abuse can be a danger and it contributes to other dangers as it impairs your judgment.

**Illegal Drugs**- In addition to the inherent dangers in the use of illegal drugs, drug use abroad can present serious legal problems. Drug laws abroad may be much different than those in the US and penalties can be severe for foreigners. Avoid illegal drugs. US laws and legal procedure do not apply in other countries. While a guest in another country you are subject to their laws. The US Embassy can provide only limited assistance in locating legal help.



### **Drugs Abroad: You Can Be Arrested**

[http://travel.state.gov/travel/livingabroad\\_drugs.html](http://travel.state.gov/travel/livingabroad_drugs.html)

**Political Activity** - Students in other countries are often more likely to demonstrate for and against a variety of causes. You may sympathize with the students and be tempted to join the demonstration. The dangers in becoming involved, intentionally or unintentionally, are real. Demonstrations can unexpectedly become violent and authorities are not sympathetic to foreign participation. IP students should not get involved in demonstrations abroad.

**US State Department Travel Information** - A copy of the Consular Information Sheet for the country you will be going to is included at the end of this section. Consular Information Sheets are produced by the US Department of State and provide an overview of the conditions related to traveling to a particular country. Consular Information Sheets generally do not include advice, but rather present information in a factual manner so that the traveler can make his or her own decisions about travel to a particular country. They include such information as minor political disturbances, currency and entry regulations, crime and security information, drug penalties, health conditions, and the location of the US Embassy or Consulate. Travel Warnings are issued when the State Department wishes to warn people about a specific threat or to recommend that Americans avoid travel to a certain country. It is relatively rare for the State Department to advise that a country be completely avoided.

You may access updated US State Department Consular Information Sheets and Travel Warnings on the Internet at the address provided below. We suggest that you read the information provided for any of the countries you might be visiting while you are abroad.

**For US State Department Travel Information:**

[http://travel.state.gov/travel\\_warnings.html](http://travel.state.gov/travel_warnings.html)



## Final Note

We expect that you will have a productive and challenging year abroad. As we have indicated above no location in the US or abroad can be considered risk free. By informing yourself and acting responsibly, you can help make your stay abroad a safe one. Nevertheless, changing circumstances that pose risks to students may require OIP to act. In those cases, that action may include evacuation, relocation or suspension of the program. While this is extremely rare, it remains a possibility of which you should be aware.



**U.S. Department of State  
Bureau of Consular Affairs  
Washington, DC 20520**

**Consular Information Sheet  
Australia**

**March 25, 2008**

**COUNTRY DESCRIPTION:** Australia is a highly developed stable democracy with a federal-state system. Tourist facilities are widely available. Read the State Department [Background Notes](#) on Australia for additional information.

**ENTRY/EXIT REQUIREMENTS:** American citizens are required to have a valid U.S. passport to enter Australia. Americans must enter with an Australian visa or, if eligible, through Electronic Travel Authority (ETA). The ETA replaces a visa and allows a stay of up to three months. It may be obtained for a small service fee at <http://www.eta.immi.gov.au/>. Airlines and many travel agents in the United States are also able to issue ETA's. Please note that American citizens, who overstay their ETA or visa, even for short periods, may be subject to exclusion, detention, and removal. More information about the ETA, other visas, and entry requirements may be obtained from the Embassy of Australia at 1601 Massachusetts Avenue NW, Washington, DC 20036, telephone (202) 797-3000, or via the Australian Embassy home page on the Internet at <http://www.austemb.org/>. Visa inquiries may be directed to the Australian Visa Information Service at 888-990-8888. Visit the Embassy of Australia web site at <http://www.austemb.org/> for the most current visa information.

Information about [dual nationality](#) or the prevention of [international child abduction](#) can be found on our web site. For further information about customs regulations, please read our [Customs Information](#) sheet.

**SAFETY AND SECURITY:** Australia has instituted an alert system for possible terrorist attacks. The threat levels range from "low" to "high." The Australian Attorney General's Office maintains a website with up-to-date information regarding the current assessment of the terrorism threat at <http://www.nationalsecurity.gov.au/>. American citizens are reminded to maintain a high level of vigilance and to take appropriate steps to increase their security awareness. Travelers may also contact the Australian National Security Hotline at 61-1-800-123-400.

For the latest security information, Americans traveling abroad should regularly monitor the Department of State, Bureau of Consular Affairs' web site at <http://travel.state.gov>, where the current [Travel Warnings and Travel Alerts](#), including the [Worldwide Caution](#), can be found.

Up-to-date information on safety and security can also be obtained by calling 1-888-407-4747 toll free in the U.S. and Canada, or for callers outside the U.S. and Canada, a regular toll-line at 1-202-501-4444. These numbers are available from 8:00 a.m. to 8:00 p.m. Eastern Time, Monday through Friday (except U.S. federal holidays).

The Department of State urges American citizens to take responsibility for their own personal security while traveling overseas. For general information about appropriate measures travelers can take to protect themselves in an overseas environment, see the Department of State's pamphlet [A Safe Trip Abroad](#).

**CRIME:** Visitors should be aware that street crime, burglaries, and car thefts are a daily occurrence in Australia's larger cities. Weapons are increasingly used in such crimes, which also may be associated with drug trafficking and usage. Foreign visitors are sometimes targets for pickpockets, purse-snatchers and petty thieves. There have also been reports of drink spiking in some areas.

Appropriate, common sense precautions should be taken, especially at night, to avoid becoming a target of opportunity. To call for fire/police/ambulance services throughout Australia, dial "000" for urgent assistance.

**INFORMATION FOR VICTIMS OF CRIME:** The loss or theft abroad of a U.S. passport should be reported immediately to the local police and the nearest U.S. Embassy or Consulate. If you are the victim of a crime while overseas, in addition to reporting to local police, please contact the nearest U.S. Embassy or Consulate for assistance. The Embassy/Consulate staff can, for example, assist you to find appropriate medical care, contact family members or friends and explain how funds could be transferred. Although the investigation and prosecution of the crime is solely the responsibility of local authorities, consular officers can help you to understand the local criminal justice process and to find an attorney if needed.

Every state in Australia has a crime victim assistance program that includes crimes against international visitors. Information on these local programs may be found at <http://www.vaonline.org/>.

See our information on [Victims of Crime](#).

**MEDICAL FACILITIES AND HEALTH INFORMATION:** Excellent medical care is available. Serious medical problems requiring hospitalization and/or medical evacuation to the United States can cost thousands of dollars. Most doctors and hospitals expect immediate cash/credit card payment for health services.

Visitors are cautioned that Australian fauna can be as dangerous as they are inspiring. From jellyfish off the Great Barrier Reef to crocodiles and sharks, poisonous insects and snakes, the continent and its waters host wildlife that merit awe and respect in equal doses. Further information on Australian wildlife may be obtained from the Wet Tropics Management Authority Information on Marine Life at [http://www.wettropics.gov.au/vi/vi\\_marine.html](http://www.wettropics.gov.au/vi/vi_marine.html) and the Wet Tropics Management Authority information on animals at [http://www.wettropics.gov.au/vi/vi\\_animals.html](http://www.wettropics.gov.au/vi/vi_animals.html). Swimmers should use safety precautions, swim between the flags only where a lifeguard is present, and never swim alone. Scuba diving can be a treacherous sport. Over the past few years there have been numerous deaths related to diving incidents. Divers are urged to follow recommended precautions and never dive alone.

Information on vaccinations and other health precautions, such as safe food and water precautions and insect bite protection, may be obtained from the Centers for Disease Control and Prevention's hotline for international travelers at 1-877-FYI-TRIP (1-877-394-8747) or via the CDC's web site at <http://wwwn.cdc.gov/travel/default.aspx>. For information about outbreaks of infectious diseases abroad consult the World Health Organization's (WHO) web site at <http://www.who.int/en>. Further health information for travelers is available at <http://www.who.int/ith/en>.

**MEDICAL INSURANCE:** The Department of State strongly urges Americans to consult with their medical insurance company prior to traveling abroad to confirm whether their policy applies overseas and whether it will cover emergency expenses such as a medical evacuation. Please see our information on [medical insurance overseas](#).

**TRAFFIC SAFETY AND ROAD CONDITIONS:** While in a foreign country, U.S. citizens may encounter road conditions that differ significantly from those in the United States. The information below concerning Australia is provided for general reference only, and may not be totally accurate in a particular location or circumstance. Visitors are reminded that all traffic operates on the left side of the road, and that all vehicles use right-hand drive. Visitors should use caution when crossing streets and when driving. When crossing roads, pedestrians are reminded to look carefully in all directions. Seat belts are mandatory. Speed limits and laws regarding driving while intoxicated are rigorously enforced. Roads and streets are frequently narrower and less graded than U.S. highways. Outside the major metropolitan areas, most highways are two-lane roads with significant distances between destinations. Speed limits vary throughout Australia. For a list of State Roads and Traffic Authorities and other sites concerning traffic rules and regulations, travelers may visit <http://www.rta.nsw.gov.au/relatedwebsites.html>.

Drivers are urged to exercise caution while passing or merging with adjacent traffic. When driving in rural areas, drivers should be cautious of free-roaming animals and "road-trains" (several semi-truck trailers connected together). It is dangerous to pass road-trains, and it is advisable to pull over and allow on-coming road-trains to pass to avoid being sideswiped. A number of fatalities have occurred in the Northern Territory when vehicles driven at high rates of speed have skidded and overturned after hitting the loose gravel shoulder of the road. U.S. drivers, especially those inexperienced with 4-wheel drive vehicles, should exercise common-sense judgment when driving in outback Australia. For specific information concerning Australian driving permits, vehicle inspection, road tax, mandatory insurance, and the rental and operation of motor vehicles in Australia, contact the Australian Tourist Commission at <http://www.australia.com>.

Please refer to our [Road Safety](#) page for more information.

**AVIATION SAFETY OVERSIGHT:** The U.S. Federal Aviation Administration (FAA) has assessed the Government of Australia's Civil Aviation Authority as being in compliance with International Civil Aviation Organization (ICAO) aviation safety standards for oversight of Australia's air carrier operations. For more information, travelers may visit the FAA's web site at [http://www.faa.gov/safety/programs\\_initiatives/oversight/iasa](http://www.faa.gov/safety/programs_initiatives/oversight/iasa).

**SPECIAL CIRCUMSTANCES:** Australian customs authorities enforce very strict regulations concerning the importation from all countries of items such as agricultural and wood products, as well as very strict quarantine standards for other products, animals, and pets. These regulations also apply to items tourists bring with them. It is advisable to contact the Embassy of Australia in Washington or one of Australia's consulates in the United States for specific information regarding customs requirements, or see the Australian Government's Department of Agriculture, Fisheries and Forestry at <http://www.agis.gov.au/>. Please see our [Customs Information](#).

**CRIMINAL PENALTIES:** While in a foreign country, a U.S. citizen is subject to that country's laws and regulations, which sometimes differ significantly from those in the United States and may not afford the protections available to the individual under U.S. law. Penalties for breaking the law can be more severe than in the United States for similar offenses. Persons violating Australia's laws, even unknowingly, may be expelled, arrested or imprisoned. Penalties for possession, use, or trafficking in illegal drugs in Australia are severe, and convicted offenders can expect long jail sentences and heavy fines. Engaging in sexual conduct with children or using or disseminating child pornography in a foreign country is a crime, prosecutable in the United States. Please see our information on [Criminal Penalties](#).

**CHILDREN'S ISSUES:** For information see our Office of Children's Issues web pages on [intercountry adoption](#) and [international parental child abduction](#).

**REGISTRATION / EMBASSY LOCATION:** Americans living or traveling in Australia are encouraged to register with the nearest U.S. Embassy or Consulate through the [State Department's travel registration web site](#) so that they can obtain updated information on travel and security Australia. Americans without Internet access may register directly with the nearest U.S. Embassy or Consulate. By registering, American citizens make it easier for the Embassy or Consulate to contact them in case of emergency.

From July 15-20, 2008, Sydney will host World Youth Day (WYD08) which is expected to attract half a million participants, including an estimated 20,000 - 40,000 U.S. pilgrims. Hotels in and around Sydney are expected to be booked to capacity during this period, with large crowds and traffic anticipated. As with all American Citizens who travel overseas, those attending this event or visiting the Sydney area at this time are strongly encouraged to register with the [State Department's travel registration web site](#): <https://travelregistration.state.gov/> prior to their arrival.

In the Australian Capital Territory (ACT) or Queanbeyan: For emergency services (i.e. the arrest, death or serious injury of American citizens) please contact the U.S. Embassy in Canberra. The Embassy is located on Moonah Place, Yarralumla, ACT 2600, telephone: (61) (2) 6214-5600, fax (61) (2) 6273-3191, web site <http://canberra.usembassy.gov/>. NOTE: Passports and other routine citizen services for Canberra and the rest of the ACT are provided by the U.S. Consulate in Sydney (see contact information below).

In New South Wales, Norfolk Island, Lord Howe Island and Queensland: For registration, passport, and other consular services for American citizens, please contact the U.S. Consulate General in Sydney located on Level 59, MLC Centre, 19-29 Martin Place, Sydney NSW 2000, telephone (61) (2) 9373-9200, fax (61) (2) 9373-9184, web site <http://sydney.usconsulate.gov/sydney/index.html>. The Consulate General offers an online appointment system for American citizens seeking routine non-emergency services such as registration, passport, and other consular services. To make an appointment please visit the web site at: <http://sydney.usconsulate.gov/consular/acs/appointments.html>. Hours open to the public: 8:00 a.m. to 11:30 a.m., Monday to Friday (except American and Australian holidays and the first Wednesday of each month). For emergency services (i.e. the arrest, death or serious injury of American citizens) after 5:00 p.m. weekdays or on holidays and weekends please call (61) (2) 4422-2201.

In Victoria, Tasmania, South Australia and the Northern Territory: For registration, passport, and other consular services for American citizens, please contact the U.S. Consulate General in Melbourne located at 553 St. Kilda Road, Melbourne, VIC 3004, telephone (61) (3) 9526-5900, fax (61) (3) 9525-0769, web site <http://melbourne.usconsulate.gov/melbourne/index.html>. The Consulate General offers an online appointment system for American citizens seeking routine non-emergency services such as registration, passport, and other consular services. To make an appointment please visit the web site at: <http://melbourne.usconsulate.gov/consular/acs/appointments.html>. Hours open to the public: 8:30 a.m. to 12:30 p.m. Monday to Friday (except American and Australian holidays and the last Wednesday of each month). For emergency services (i.e. the arrest, death or serious injury of American citizens) after 4:30 p.m. or on holidays and weekends, please call (61) (3) 9389-3601.

In Western Australia: For registration, passport, and other consular services for American citizens, please contact the U.S. Consulate General in Perth located at 16 St. Georges Terrace, Perth WA 6000, telephone: (61)(8) 9202-1224, fax (61)(8) 9231-9444; web site <http://perth.usconsulate.gov/perth>. The Consulate General offers an online appointment system for American citizens seeking routine non-emergency services such as registration, passport, and other consular services. To make an appointment please visit the web site at: <http://perth.usconsulate.gov/consular/acs/appointments.html>. Hours open to the public for American Citizen Services: 8:30-11:30 a.m. Monday through Thursday. For emergency services (i.e. the arrest, death, or serious injury of an American citizen), outside of business hours please call (61) (8) 9476-0081.

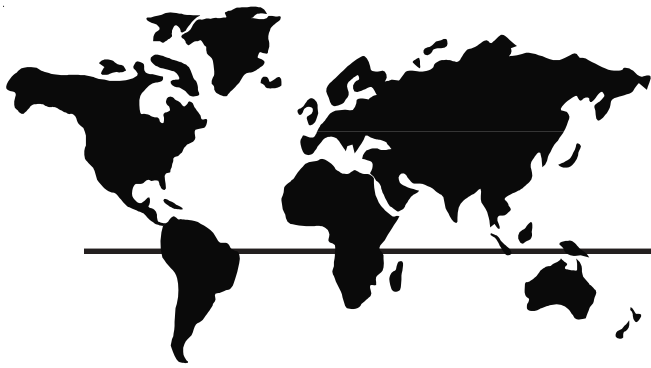
## VOTING

For information on how to register to vote in the upcoming elections go to the Federal Voting Assistance Program at <http://www.fvap.gov/>.

\* \* \*

This replaces the Consular Information Sheet dated September 25, 2007, to update sections on Traffic Safety and Road Conditions and Registration/Embassy location.





# Agreement

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As a participant in the International Programs, you are a representative of the CSU, the State of California, and the United States. As such you are bound both by the normal requirements of social behavior which apply at home and by additional requirements related to maintaining the reputation and interests of the program overseas. This section features the legal and policy requirements that apply to your year overseas.

As a condition of participation in IP, all students are required to sign a program Agreement, a copy of which follows for your records. A separate copy for your signature is included in Packet #1 online. You should read the Agreement carefully, sign and date it and return it to OIP by **October 15**. Particular attention is directed to paragraph 9.

This form constitutes the basic agreement between you and the Trustees of the CSU. It is important to understand that this agreement legally binds you to abide by all IP rules and regulations, which are described in this Guide, the IP Bulletin, and elsewhere.

Students are expected to comply with IP requirements before departure and while overseas and to give OIP staff and host university officials their full cooperation. Actions such as disruption of the administrative process or physical or verbal abuse toward any member of the IP community are not acceptable. Regarding the academic process, unacceptable conduct includes cheating or plagiarism, failure to attend class, failure to maintain the prescribed minimum unit load, unauthorized absences from the study center (e.g., leaving early for vacations or not returning on time), or violation of IP academic policies.

Normally, common sense will dictate acceptable personal conduct outside the classroom. Examples of behavior considered unacceptable are: disregard for the laws or customs of the host country, theft, failure to pay debts, trading in, consumption, or use of illegal or dangerous drugs or narcotics, or violation of any local law or ordinance with respect to these substances, involvement in illegal or offensive actions of a political nature as defined and interpreted by the lawful authorities of the host country, or engaging in any act which represents a potential danger or an embarrassment to the program or to others.

Failure to abide by these rules and regulations may result in one of several sanctions, depending upon the seriousness of the problem. In order of severity these include a verbal and/or written reprimand by the Resident Director or host university representatives, a written reprimand from the Director of International Programs, probation, and disenrollment.

We expect that you will have a productive and challenging year abroad. As we have indicated previously no location here in the US or abroad can be considered risk free. By informing yourself and acting responsibly, you can help make your stay abroad a safe one. Nevertheless, changing circumstances that pose risks to students may require OIP to act. In those cases, that action may include evacuation, relocation or suspension of the program. While this is extremely rare, it remains a possibility of which you should be aware.

## **Nondiscrimination Policy**

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### **Gender (Title IX)**

The California State University does not discriminate on the basis of gender in the educational programs or activities it conducts. Title IX of the Education Amendments of 1972, as amended, and the administrative regulations adopted thereunder prohibit discrimination (including harassment) on the basis of gender in education programs and activities operated by California State University. Such programs and activities include admission of students and employment. Inquiries concerning the application of Title IX to programs and activities of California State University International Programs may be referred to the Director of the Office of International Programs or to the Regional Director of the Office for Civil Rights, Region IX, 50 UN Plaza, Room 239, San Francisco, California 94102.

### **Disability**

The California State University does not discriminate on the basis of disability (including AIDS) in admission or access to, or treatment or employment in, its programs and activities. Section 504 of the Rehabilitation Act of 1973, as amended, and the regulations adopted thereunder prohibit such discrimination. Inquiries concerning compliance may be addressed to the Director of the Office of International Programs.

### **Race, Color, or National Origin**

The California State University complies with the requirements of Title VI of the Civil Rights Act of 1964 and the regulations adopted thereunder. No person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program of The California State University.

### **Age, Ethnicity, Religion, Sexual Preference, Marital Status, Pregnancy, or Vietnam Veteran Status**

California State University does not discriminate on the basis of age, ethnicity, religion, sexual preference, marital status, pregnancy, or Vietnam veteran status in any of its programs or activities. California State University International Programs complies with all applicable federal laws, state laws and Trustee policies in this area. These statutes and policies also prohibit sexual harassment. Inquiries concerning compliance may be addressed to the Director of the Office of International Programs.

### **Federal Drug-Free Schools and Communities Act of 1989**

California State University is committed to achieving and maintaining a campus community that fosters personal and institutional excellence and strives to provide conditions under which the work of the University can go forward freely, with the highest standard of quality and integrity. In keeping with this commitment, all faculty, staff and students are urged to ensure that the learning environment is free of the problems of substance abuse and dependency. For information regarding the Federal Drug-Free Schools and Communities Act of 1989, please contact the Director of the Office of International Programs.

## **Privacy Rights of Students in Education Records**

The federal Family Educational Rights and Privacy Act of 1974 (20 U.S.C. 12329) and regulations adopted thereunder (34 C.F.R. 99) set out requirements designed to protect the privacy of students concerning their records maintained by the Office of International Programs. Specifically, the statute and regulations govern access to student records maintained by the campus, and the release of such records. In brief, the law provides that the campus must provide students access to records directly related to the student and an opportunity for a hearing to challenge such records on the grounds that they are inaccurate, misleading or oth-

erwise inappropriate. The right to a hearing under the law does not include any right to challenge the appropriateness of a grade as determined by the instructor. The law generally requires that written consent of the student be received before releasing personally identifiable data about the student from records to other than a specified list of exceptions.

The Office of International Programs is authorized under the Act to release "directory information" concerning students. "Directory information" includes the student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student. The above designated information is subject to release at any time unless the Office of International Programs has received prior written notice from the student specifying information which the student requests not to be released. Written objections should be sent to the Director of the Office of International Programs.

The Office of International Programs is authorized to provide access to student records to campus officials and employees who have legitimate educational interests in such access. These persons are those who have responsibilities in connection with the campus' academic, administrative or service functions and who have reason for using student records connected with their campus or other related academic responsibilities. Disclosure may also be made to other persons or organizations under certain conditions (e.g., as part of accreditation or program evaluation; in response to a court order or subpoena; in connection with financial aid; to other institutions to which the student is transferring).

**Important Note:** While you are abroad you will be encountering cultures which have values and standards of behavior different from your own. Such differences are reflected in the educational system, in social relationships and the legal system. Attitudes surrounding the use of alcohol and drugs, for example, have social as well as legal implications. You need to know that while United States and California law continue to apply to you and Trustees with regard to your participation in the international education program, you are also subject to the laws and customs of the foreign country where you study, and your relationship with foreign nationals and foreign institutions will be governed by the law of the host country.

THE CALIFORNIA STATE UNIVERSITY  
INTERNATIONAL PROGRAMS  
AGREEMENT

This agreement is entered into by and between the State of California through the Trustees of The California State University, hereafter called "Trustees," and \_\_\_\_\_, hereafter called "Student." (enter your full name)

WHEREAS, the Trustees intend to provide an international education program in \_\_\_\_\_ for selected students of The California State University and (overseas center)

WHEREAS, Student desires to participate in the program under the terms and conditions hereafter set forth,

NOW, THEREFORE, Trustees and Student agree as follows:

1. Student shall qualify for admission as a student for credit in the International Programs of The California State University by satisfying all requirements, including payment of fees.
2. Student shall pay to Trustees' Office of International Programs by the dates specified the amounts set out in the Program Costs sheet which is attached hereto and by this reference made a part of this agreement. Refund of amounts which Student pays to the Office of International Programs and assessment of charges shall be as provided in the Program Costs sheet.
3. Student shall pay to Trustees' Office of International Programs sums in addition to those specified in the Program Costs sheet as may be necessary due to increases in charges by the host university or housing authority, fluctuation in United States dollar exchange rates, or commitments made by Student while overseas that are subsequently discharged by Trustees, and increases in fees or other charges relating to enrollment in the CSU International Programs. Student shall pay to the Office of International Programs any additional sums within 30 days notification by Trustees.
4. Student shall obtain and provide all materials, meet all deadlines, and otherwise comply with all participation requirements established by the Office of International Program.
5. Student agrees to expend his or her best efforts in successfully completing the academic requirements of the courses in which Student enrolls.
6. Student understands and agrees that acts, omissions, occurrences, or events beyond the control of the parties hereto may make necessary or desirable the modification, relocation, or cancellation of the program contemplated by this agreement. Trustees shall be authorized to modify or relocate the program contemplated by the agreement with respect to cost, dates and times, and academic content so long as any such modification or relocation is a reasonable substitute for the originally contemplated program. Student acknowledges that courses may be added, cancelled, or changed by the host institution as well as by the Trustees.

Furthermore, Trustees reserve the right to suspend or relocate a program in a host country if, in their judgement, it is deemed advisable to do so in the event of civil disturbance, hostilities, potential hostilities, or warning from the U.S. State Department. Student acknowledges and agrees to cooperate and follow any instructions from the Trustees in connection with a suspension or relocation of a program.

7. Trustees shall enroll Student in the International Programs of The California State University if Student otherwise qualifies for enrollment and shall provide appropriate academic credit for the courses that Student successfully completes.
8. Trustees shall provide or arrange for the provision of those services and benefits stated in the Program Costs sheet.
9. It is understood that the international implications of this agreement are such that the conduct of Student during the course of the program is of utmost importance. Student, therefore, agrees to conform to standards of conduct consistent with the maintenance of a positive reputation of The California State University and to conform to all applicable rules, regulations and policies of The California State University International Programs. Student understands and agrees that in the event the Director of International Programs, in his or her discretion, shall determine the conduct or academic standards of Student are detrimental to the best interests of the International Programs, the Director may terminate the participation of Student in the International Programs. Such termination shall not diminish or otherwise affect Student's obligation to make to Trustees any payments specified in this agreement. Trustees in no event shall be required to refund to Student any payment made by Student to Trustees, but may make such refunds as are consistent with Trustees' policy.
10. Student understands that there are dangers, hazards, and risks inherent in international travel, living in a foreign country, and the activities included in the international education program including but not limited to air, land and sea travel, dietary differences, diseases less common in the United States, differences in legal expectations and protection, building code and other safety differences, any of which could result in serious or even fatal injuries and property damage. Student agrees to assume all the risks and responsibilities surrounding student's participation in the international education program, and understands and agrees that the Trustees cannot and do not assume responsibility for any such personal injuries or property damage.
11. This agreement is subject to all applicable laws and regulations. If performance of this agreement involves violation of applicable law or regulation thereby making it legally impossible to perform and such illegality is not the fault of Student, Trustees shall refund to Student those payments made pursuant to this agreement which are authorized to be refunded in Section 41802 of Title 5, California Administrative Code. Upon payment of said refund, all rights of Student and Trustees are waived under this agreement.
12. Student agrees that the State of California, the Trustees of The California State University, the International Programs of The California State University, and each and every officer, agent and employee of each of them (hereafter in this paragraph 11 and in paragraph 12 collectively referred to as "the State") shall not be responsible for any injury, damage, or loss to Student or Student's property which occurs from any cause beyond the control of the State, or which does not occur from the sole negligence of the State.

International Programs Agreement

13. Student further agrees to hold harmless, defend and indemnify the State from any and all claims, injuries, damages, losses, causes of action, and demands, and all costs and expenses incurred in connection therewith (hereafter in this paragraph 12 collectively referred to as "liability") resulting from or in any manner arising out of, or in connection with any negligence on the part of Student, his or her agents, or employees, in the performance of this agreement, irrespective of whether such liability is also due to any negligence on the part of the State.
14. This agreement contains the sole and entire agreement between Trustees and Student and shall supersede any and all other agreements between the parties. Trustees and Student acknowledge and agree that any statements or representations that may have heretofore been made by either of them to the other are void and of no effect and that neither of them has relied thereon in connection with his or her or its dealings with the other.
15. No alteration or variation of the terms of this agreement shall be valid unless made in writing and signed by the parties hereto.
16. The laws of the State of California shall govern the interpretation of this agreement. Any action brought to enforce any right or obligation under this agreement or any action which arises out of or in connection with this agreement shall be brought in the courts of the State of California.

By signing below, Trustees and Student manifest their agreement to these terms and conditions.

TRUSTEES OF  
THE CALIFORNIA STATE UNIVERSITY

STUDENT

\_\_\_\_\_  
Tom Roberts, Director  
Procurement and Support Services Officer

Student's Copy  
\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's Printed Name

\_\_\_\_\_  
Date



**THE CALIFORNIA STATE UNIVERSITY  
INTERNATIONAL PROGRAMS  
PROGRAM COST ESTIMATE  
2009 AUSTRALIA**

**PREPAID COSTS - for the year abroad**  
**Amount student pays to OIP covers these items ONLY:**

State University Fee	\$ 3,126.00*
IP Study Abroad Fee	500.00
OIP Mandatory Insurance	250.00
Departure Processing	<u>70.00</u>
<b>TOTAL PREPAID - PAYMENT DUE BY OCTOBER 15, 2008</b>	<b>\$ 3,946.00</b>

**OUT-OF-POCKET EXPENSES**

**Student pays directly for these items as they occur during the year overseas:**

Housing and Meals	\$ 11,629.00
Mandatory Student Health Fee (OSHC)	355.00**
Round-trip Transportation	2,000.00
Personal Expenses	<u>5,200.00</u>
<b>TOTAL ADDITIONAL</b>	<b>\$ 19,184.00</b>

<b>TOTAL ESTIMATED PROGRAM COST (Prepaid+Addt'l)</b>	<b>\$ 23,130.00</b>
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Students should expect to spend up to \$1,500 on arrival for housing, utilities, textbooks, etc.

\*An additional \$818 is due from graduate/postbaccalaureate students.

\*\*Students must pay this fee prior to their arrival. Once the fee is received, a COE will be processed for the student visa.

## Withdrawals

A student who wishes to withdraw from International Programs must complete a *Predeparture Withdrawal Notification* form and submit it to OIP as soon as possible so that alternate students may be offered the opportunity to participate.

### Prior to Departure

Students who withdraw from OIP before departure retain their status as continuing students at their home CSU campuses.

### After Departure

Because of the extensive commitments made by the State on each student's behalf, withdrawal after departure is a very serious matter. Students who request withdrawal at any time after arrival at the overseas site must consult with the Resident Director or host university representative and must fill out the required withdrawal form.

Students who discontinue their academic programs without completing the required steps for withdrawal will receive failing grades in all courses. Withdrawal after departure constitutes withdrawal not only from OIP, but also from the student's home CSU campus.

In some instances, a change in visa status as a result of withdrawal from OIP may mean that the former OIP participant will have to leave the host country immediately.

In all cases of withdrawals and disenrollments, students assume full responsibility for their return to their home, and thereby remove all liabilities and responsibilities from OIP representatives and staff and the Trustees of The California State University.

## Refunds

Students are entitled to a full refund of all funds paid, less any funds already committed or expended on their behalf, provided that written notice of withdrawal is received by OIP **prior to November 15**.

Students who withdraw or are disenrolled **after November 15**, but before the beginning of instruction, will receive a refund of all monies paid to OIP less \$500 or an amount equal to funds committed or expended on their behalf, whichever is higher.

Students who withdraw or are disenrolled **after the beginning of instruction** will receive a refund of all funds not already committed or expended on their behalf.

State University Fee refunds will be based on the amount paid to OIP, effective withdrawal date, financial aid status (if applicable) and enrollment status at the overseas university.

**No refunds will be made for health insurance cancellation after departure.**

**No refunds will be made for nonparticipation in group activities.**

**Determinations concerning eligibility for refunds and the amount and date of refunds shall be made at the discretion of the Trustees.**

If students who receive financial aid withdraw, they may be required to make immediate restitution of monies awarded for participation in OIP.

# Overseas Centers

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## **Australia - Griffith University**

c/o Ms. Ruth Law  
Study Abroad and Exchange  
International Office  
Griffith University  
Nathan Campus  
Queensland 4111  
Australia

## **Australia - Macquarie University**

c/o Ms. Amy Crates  
Macquarie Abroad  
Level 1, Building E3A  
Macquarie University  
North Ryde 2109  
NSW Australia

## **Australia - Queensland University of Technology**

c/o Ms. Natalie Pye  
Study Abroad and Exchange  
2 George Street, GPO Box 2434  
Brisbane, Queensland 4001  
Australia

## **Australia - The University of Queensland**

c/o Ms. Karen Fisher  
Study Abroad and Exchange Adviser  
International Education Directorate  
Level 2 JD Story Building  
The University of Queensland  
Brisbane Qld 4072  
Australia

## **Australia - University of Western Sydney**

c/o Ms. Wendy Spinks  
Exchange and Study Abroad  
Building 12, Campbelltown Campus  
Locked Bag 1797  
Penrith South DC NSW 1797, Australia

## **Australia - Victoria University**

c/o Ms. Carol Verga  
International Office  
P.O. Box 14428  
Victoria University  
Melbourne City  
MC, VIC 8001 Australia

## **Chile**

c/o Programa California State University  
Oficina N°5 Programme California State University  
Pontificia Universidad Catolica  
Campus San Jaoquin  
Av. Vicuña Mackena 4860  
Macul, Santiago, Chile

## **China**

c/o CSU International Programs  
Peking University  
Shao Yuan 2-101  
Beijing  
People's Republic of China, 100871

## **Denmark**

c/o DIS Study Program  
Vestergade 7  
DK-1456 Copenhagen K  
Denmark

## **France - Aix-en-Provence**

c/o The California State University  
5, rue du 4 Septembre  
13100, Aix-en-Provence, France

## **France - Paris**

c/o MICEFA  
Centre Saint-Jacques  
26, rue du Faubourg Saint-Jacques  
75014 Paris, France

## **Germany - Tübingen**

c/o Dezernat für Internationale Beziehungen  
University of Tübingen  
Wilhelmstrasse 9  
D-72074 Tübingen  
Federal Republic of Germany

## **Ghana**

c/o University of California Study Center  
University of Ghana  
P.O. Box 356  
Legon, Ghana  
West Africa

## **Israel**

Suspended

## **Italy**

c/o The California State University International Programs  
Via G. Leopardi 12  
50121 Firenze, Italy

## **Japan**

CSU International Program in Japan  
c/o School of International Liberal Studies (SILS)  
Waseda University  
Nishi-Waseda Bldg.  
1-21-1 Nishi-Waseda  
Shinjuku-ku, Tokyo 169-0051  
Japan

**Korea**

c/o Division of International Education and Exchange  
Yonsei University  
134 Shinchon  
Seoul 120-749  
Korea

**México - Queretaro**

c/o Programas Internacionales  
Tecnologico de Monterrey  
Campus Querétaro  
Ave. Epigmenio Gonzalez No. 500  
Col. San Pablo CP  
76130 Querétaro, Qro  
Mexico, DF

**New Zealand - Lincoln**

c/o International Centre  
Lincoln University  
P.O. Box 94  
Lincoln 7647  
Canterbury, New Zealand

**New Zealand - Massey**

c/o International Student's Office  
Massey University  
Tennant Drive  
Private Bag 11-222  
Palmerston North, New Zealand

**Quebec**

c/o The California State University  
Office of International Programs  
401 Golden Shore, Sixth Floor  
Long Beach, California 90802-4210

**South Africa**

c/o Office of International Education  
Nelson Mandela Metropolitan University  
P.O. Box 77000  
Port Elizabeth 6031  
South Africa

**Spain - Granada**

c/o The California State University  
Cursos de Extranjeros  
Placeta del Hospicio Viejo 1  
Granada 18071, Spain

**Spain - Madrid**

c/o The California State University International Programs  
Facultad de Geografia e Historia, Edificio B  
Ciudad Universitaria  
28040, Madrid, Spain

**Sweden**

c/o Office of International Affairs  
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# The Student Experience in Australia

Griffith University  
Macquarie University  
Queensland University of Technology  
University of Queensland  
University of Western Sydney  
Victoria University

2009

Updated by 2008 Participants



**As of 7/7/08**  
**Australia (Dollars)**  
**1 USD = 1.05 AUD**  
**1 AUD = 0.96 USD**

## **Griffith University on the Gold Coast**

Australia has the most gorgeous beaches, the friendliest people, the best schools, not to mention the most amazing nightlife. The Aussies are all extremely friendly and helpful and they love to chat. Don't hesitate to say, "how ya goen?" It's very easy to make friends and there is always something happening as far as activities go, whether it be on campus or in the city. The nights are always alive.

The culture shock experienced was a positive one. I think you need not to prepare yourself for the differences you will encounter in Australia, but do prepare for the culture shock you will experience when going back to the States. Now that's a shock!

### **The International Office - Griffith Uni (Nathan)**

The international office at Griffith University is a huge department. It's a little hard to find if you are not familiar with the campus, like everything else at Griffith, but if you ask people or look it up on the campus map, you will find it eventually. At orientation, the school representatives tell us that if we have any questions at all regarding the university, our visas, work permits, health insurance, etc. we should go directly to the international office.

### **Registering for Classes**

It is fairly easy to get classes, but if you cannot get into a class that you need, be sure to talk to Renee at the International Programs office at Griffith and tell her how important it is that you get the class and she will help you. Renee is great and she is there to help you out. At Griffith, Gold Coast, the International office is very helpful, but since we are considered exchange students, not 'study abroad' students, it can be difficult to get into some classes of choice. If you would really like to be in a class and desperately need it for your major, be on top of times for enrollment because some classes fill very quickly, and many of them have no lee-way of letting more students in (just like at our home Cal State classes).

Your first semester classes need to be approved by the International Office before you can register (at Nathan campus, that is Ruth). You not only are required to do this, but it is the best way, because the International Office talks to the teachers and makes sure you can get in the classes. The second semester you are treated like a Uni student and the classes do not need to be approved. Talk to students within your major and ask them what classes and teachers they recommend.

The system for signing up for classes is almost exactly like the blackboard system in Cal States. It's brand new and very user friend. For anyone who has ever enrolled in a class, it should be very easy. Professors are very welcoming and there are many international students. Once in you will find that professors are really nice, but don't be deceived, they still grade pretty tough. Professors love group work. Expect a lot of interaction, oral presentations and a lot of out of class time dedication for projects. It's a great learning experience and much was gained from it.

### **Accommodation**

There are several ways to go about finding accommodation. You can go to the campus village (student-only residences), look in any advertisements or bulletins for people who are looking for roommates, or simply take on the challenge yourself. There are many post boards up around campus where people advertise places to stay and there is an accommodation office for students giving lists of places looking for people, most of these places would be around and near the school. You can also look for places to live at , a free service, or the newspaper. You can walk into any real estate agents office (which are plentiful) and ask what's available. Some students gathered a few people together and found really great deals on renting beautiful houses by the water-fronts. Although it can be quite tiring because of the lack of transportation, walking around to find places for rent is a good option too. Be sure to carry plenty of water because it's hot in February.

If you are on the Gold Coast, you may want to consider looking for housing in Surfers Paradise rather than living in university housing. University housing is far from the beach and Surfers Paradise (all the shops, restaurants, night clubs, etc.). Housing in Surfers Paradise can be cheaper than housing near the school. Consider having several roommates, in a place like this you will enjoy having company. If you are looking for a flat be sure to check out the buildings that look like hotels because they also will have permanent flats for rent.

There is an accommodation office on the Nathan Campus. The office is located on campus in the Hub building and they can help you find on-campus, off-campus, and homestay locations near campus. They will give you a map of the area and show which suburbs to look at for housing.

If you apply for on-campus housing (especially at Nathan), make sure that you keep in touch with the accommodation office to see that your application has been accepted and confirm with them that you will have housing when you arrive. After arrival there may not be any room available.

The cost for accommodation is around the same as in California, but don't be alarmed when you see that it is per week (pw) and not per month. You will be spending most of your time in town where all the action is. That is why we recommend living near town instead of catching buses all day long. Just so you know, it took some students a couple of weeks to find somewhere to live. This is completely normal. I was lucky enough to find an apartment in a high rise building (a holiday unit) with a gorgeous ocean view near Surfers Paradise for about US\$400/month. My biggest piece of advice is that you try to live near the beach and be sure you love where you are living without just trying to hurry into a flat. Good luck.

Looking for a place to live is a very personal decision. Some may take it is a more serious decision than others. It is said, as well as found from experience, that your impression of Brisbane will be radically different depending on where you live.

## **Transportation**

Taking the bus may be an adjustment if you are use to having your own car. The busses run in most areas that you will need to go. Depending on the day and time of day, they run more frequently or infrequently. Timetables are available in lots of places or even from the bus driver himself. You should check these timetables before planning your night excursions, because buses stop running before the bars and clubs close. There is no flat rate, you will have to let the bus driver know where you're going so he can tell you the appropriate fare. You get a reduced fare when you show your student card.

In Brisbane, you also have the option of purchasing monthly passes, weekly passes, 10-trip saver passes and daily passes.

There is a train that can take you to other cities. It's quite cheap and you can get to the rail by one of the local busses.

Taxis are really expensive and if you get caught in the Central Business District (CBD) late at night it's recommended you take a taxi with at least four other individuals, then you can split the cost.

Bikes are somewhat popular around Brisbane. Second hand bikes can be purchased fairly inexpensively. If you purchase a bike, make sure it has a front and back light and that you always wear your helmet. There is a helmet law, that the police do enforce. Also, do not drive your bike home after drinking. There are drunk driving (here called drink driving) laws that apply to bikes.

## **Communication**

Griffith provides you with free email, so it's not recommended trying to hook up the net or even a phone line at home. There are net cafes everywhere. It would be cheaper for you to get a cell phone rather than a house line. I spent about \$100 a month on phone calls and Internet at my home. The best way to go is to buy a pre-paid phone so you don't have to deal with contracts. Pre-paid phones are everywhere and very affordable.

You'd be surprised to know that some complexes have Internet facilities and even mini gyms. Although I think the computer facilities on campus are sufficient for most students. You can also opt to have a connection set up in your own home. The cost is quite reasonable. You can choose a plan based on number of connections per month or downloading sizes with unlimited connections, that's the one I chose.

Many students chose to get cell phones (known as mobiles in Australia) instead of house lines. I chose to only have a house line connection and a message bank for an additional AU\$6. For long distance it works out cheapest if you use a phone card from a house line. I found that cell phone charges were extremely expensive, but so are house lines if you are not careful. You get charged a base fee and for every call you make. The rate depends on whether it is a local or non-local call. There is a fixed charge of AU18 cents per call for local calls and varying rates for other areas (per minute).

The popular cell phone companies are Optus, Vodafone, Telstra, and Virgin Mobile.

Griffith also provides students with a declining balance internet access. Any site that is outside a Griffith website you will be charged for. You start out with AUS\$4 for each class you take. So, four classes gives you AUS\$16 and it is pretty hard to use that. Also, when you are looking for a place to live, some might include internet in your rent.

## **Shopping**

Get your shopping done before 5:00 p.m.; because the business world dies and the fun begins at that hour. The best areas to find good deals are those out of the touristy areas of Surfers Paradise or Pacific Fair. Without a car, grocery shopping can be a hassle.

Brisbane shops usually close at 5:00 p.m. Some restaurants close early, around 8:00 p.m. The majority of stores are closed on Sundays (grocery stores have limited hours). At the Nathan campus there is a free bus that takes students from school to a local shopping mall (Sunnybank). Out here, malls will contain anything from clothing stores, Kmart or Big W (basically Wal-Mart), grocery stores (Coles and Woolworths are the two big names), postal stores (Post), as well as a variety of little specialty stores. In Brisbane there are a lot of Asian cooking stores). I would take this bus to the mall during the week and the bus would drop me off at Uni (Nathan Campus) and I would walk home with my groceries.

## **Banking**

Unless you plan to work and cash checks, you really won't need an account in Australia. It is much easier to simply make ATM withdrawals in lump sums for the entire month to minimize fees from your home bank. Make sure you know what your home bank's rules are on withdrawing money. You cannot make POS transactions at local businesses because they are set up on a different system (EFT-POS). Also, banks are usually closed on weekends (if you would need to use a bank and not an ATM).

If you plan on working apply for your visa quickly because it can take a couple of weeks to obtain your visa, and TFN (tax file number), you will need both. I don't recommend going there with hopes of finding a job in a hurry because it can be very difficult to find work because our visa only allows 20 hours of work per week, which can be limited for some employers.

Bank of America offers a direct connection to a bank in Australia called Westpac. That allowed me to pull money out of my bank at no cost at all.

MasterCard and Visa are pretty much accepted everywhere, but American Express can be denied by some small businesses.

## **Macquarie University**

We recommend using the airport pick-up offered through the university. Taking a cab from the airport is very expensive. If luggage is light one can take the trains. The people on campus are very nice. They will help you find your room, and show you around the campus.

## **Orientation**

There were over 600 students at the orientation and it focused on social activities, enrolling in classes and expectations of students. The orientation takes place over two days, where the advisors for exchange students discuss classes, enrollment, etc. Lunch is provided and it's a great place to make friends.

## **Student Life**

Being a student is the same everywhere. You will meet a lot of nice people who are very helpful. The international office sponsored functions on and off campus. Living off campus made it easy to meet people in the community and find locals who had the same interests. Moving off campus, at least second semester is definitely recommended! By second semester you will know your way around the area and what the expectations from classes are, so living away from campus is pretty easy, less expensive and more fun.

## **Academic Life**

The registration system at Macquarie University was challenging. Classes are scheduled for you by the university from the list of possible classes you sent before arrival. Because changes to your schedule are done by a specific few, you will find yourself standing in long lines to have the changes made. You will also encounter these lines when getting your student identification cards, books, school materials, etc. 3x5 cards seems to be non-existent! So if you study by flashcards- bring them from the States!

Each class includes a 1 to 2 hour lecture and then a 1 to 4 hour tutorial. Lectures are held once or twice a week in 200+ size lecture halls. Do not talk in lectures. Tutorials are for questions, clarification, and assignments. They are held in normal sized classrooms with anywhere from 12 to 30 other students. Tutorials are a good place to meet Australians. Because of the instructors' Australian accents, for awhile may be hard to understand some of the lectures. Most professors record their lectures and students can listen to them at their convenience. Take advantage of the recorded lectures. The professors vary in their expectations. Professors are generally friendly and very helpful. Don't feel embarrassed about going into office hours, in fact most professors love when students ask questions during office hours. Most professors usually respond quickly to email also.

The psychology classes are hard. Macquarie has the top psych program in all of Australia. DO NOT TAKE PSY 234 OR ANY OTHER COURSE TAUGHT BY THE TEACHER WHO TEACHES THE PERCEPTION ASPECT OF THAT CLASS!!!! The class and he are notorious for being cruel and unusual, 60% fail.

## **Housing**

The week before school starts is hectic. Many students at the university come from another country and most of them are looking for a place to stay on and off campus. The school accommodations office is very helpful. If you want to arrange your own accommodation, arrive at least 2 weeks early to find the best place. We recommend finding a place close to the school. The shopping mall and buses are across the street from the school. If you are buying your own food, the mall is very convenient. Housing closer to the school is the most expensive. Places near the university are Marsfield, North Ryde or Epping. The university, the train, buses and a major shopping center are nearby. If you don't plan on having a car, this is your best bet.

Macquarie Uni Village is very convenient and comfortable. You get your own bed and bath. Common areas include kitchen, living room, dining room, laundry room. However, the Village is known as the American party place so if you're not interested in loud parties all the time, this place is not for you. It's also a fair walk from the mall, so getting groceries can be a big hassle. Herring Road Apts. are a good bet. Each person gets their own room, but the bathrooms are shared. There is a common living room, dining room and kitchen for six people to share. These apartments are close to the Mall and are very close to campus. At Parklands things always break and they are constantly renovating. Campus housing is recommended because of the social benefits, but the cafeteria food is generally pretty bad.

## **Banking/Money**

Bring a couple hundred in cash. We DO NOT recommend travelers checks, they are relatively useless. (OIP, however, does recommend traveler's checks and warns against traveling with large amounts of cash.)

Definitely open a local account. Opening an account and banking are very easy. There is a bank on campus and more banks at the Macquarie Shopping Center, which is right across the street from the Uni. ATM machines are everywhere. A credit card comes in handy. Banking at Common was a good experience but with that, we recommend shopping around for the best bank for you. To get money out you can always use your ATM card on any ATM, but there might be a fee from your bank in the States. Also any time you use your credit card there might be an international transaction fee, on the purchase. It's probably least expensive and easiest to just open an Australian bank account.

## **Telephone/Cell Phones**

Our advice would be to purchase a cell phone. Vodafone is available at the Mall and is the cheapest and best service for a cell phone. A phone was only about 80 dollars and then a pre-pay plan is about 30 dollars a month. The service was good and really easy to use. I never ran out of minutes before the month ended and I was able to call the United States often.

Cell phones are cheap and you will not be out a lot of money if you lose your phone. Remember: Not all phones purchased outside of Australia will interact with the telephone system in Australia.

## **Email/Internet Access**

You can buy a modem at the U@MQ bookstore for about 60 dollars. It's from 'Unwired' which is a good internet provider. The service is available for a low monthly fee and although it was slow sometimes, it beats standing in line at the library or computer labs for internet. I recommend buying a printer when you arrive in Australia. There are several inexpensive brands available especially if you split the cost amongst all the roommates, and then you don't have to wait in line to print something at the library.

Australia is up to date as far as computer access. The school has one area available for computer student use and it is always crowded. There is always a long wait (20 minutes or more) for all word processing or Internet uses. If you have a laptop you may want to bring it with you to Australia. Wait until you reach Australia to purchase your computer connection needs. These will include a surge protector and an outlet converter. Bring your own blank disk to copy material.

Most students use the internet at the computer lab on campus so there is always a line. There is wireless around a lot of the campus so you can always bring your computer to one of those areas for internet.

## **Transportation**

Exchange students, but not study abroad students receive discounts on public transportation. Once you receive your student identification card, you will be able to purchase a transportation ticket that is good for the bus, train and ferry. From Macquarie Centre (the mall) the bus into the city takes anywhere from 20 minutes to an hour, depending on the bus line. The city is not within walking distance of Macquarie, but public transportation is quick, safe and easy. In April of 2009, a train line will be connecting Macquarie Uni to the city.

# **University of Queensland**

## **Orientation**

Orientation was important, this was when they taught us what all the codes and errors mean when you are trying to register. There are several different meetings to attend during orientation which are all outlined in the information packet you receive from UQ before you arrive in Australia. Some of the meetings are mandatory and others provide useful information on important topics such as accommodation information and ideas for travel during vacation times. It is important to go through this schedule of meetings beforehand and plan which ones are most important for your personal needs.

There is also an orientation day on campus where all the different schools and clubs have booths where you can seek information and sign up for clubs and events you are interested in.

## **Registering for Classes**

It's important to figure out what courses you will take before you arrive in Australia. You should try pick classes that transfer to your home campus and count toward your major. It is not suggested you take general education courses at UQ because their programs do not require their students to take General Ed and you will end up with time clashes in your schedule if you try to take courses from different departments. So, if you pick classes that are in the same department, you should have little difficulty registering. All registration is done on-line so make sure you are set up to register properly. Details on on-line registration should be included in your information package you receive from UQ before you arrive in Australia.

Being able to easily contact an advisor from your home campus is essential. Field studies are really fun and well worth doing if you can get into them and afford them. There are many interesting courses available here, particularly Aboriginal courses and International Politics, It is a rare opportunity to get an international perspective and learn about a country's own issues. Also, some classes are only offered one semester each year. Plan your classes for the entire year, not just a semester at a time. Some courses you need to have permission to register (especially if you haven't taken prerequisites at UQ). Contact the instructor or administration in the department so that you can be added to the permissions list and register.

### **Computers and Internet**

It is easy to bring a laptop from the States and buy an adapter for the plug. The school gives you a free Internet access number that is pretty quick considering it is dial up. There are plenty of computers that can be used at the libraries on St. Lucia campus, but access to the internet at school is crowded and only available from 8:00 - 9:00 am and after 5:00 when the libraries are open or from 15 minute stations in every library. Once you are on, it is quick and easy. There are lots of computers and they seem to keep putting in more. The Music Library is never busy and there are always computers available. The science department has rooms and rooms full of Macs for students to use whenever they like. They are especially nice when needing to do a group project. The SSH and BioSciences libraries are always full and have long lines. The easiest thing to do is bring a laptop, if you don't have one, computers at school are easy to use and there is always somewhere that can accommodate you.

At the time of this writing, wireless internet (wi-fi) was not widely available at UQ. Hopefully it will be soon.

### **Housing**

There is plenty of student housing close to the campus and it's not difficult to find accommodation. There are flyers posted on and around campus if you are seeking a room in a share place and there are real estate companies who will help find accommodation to suit your needs. There are also dormitories on campus called "colleges" for which you can apply before you arrive in Australia. The UQ accommodation website is a good place to start looking for accommodation. For UQ students, the closest suburbs are St. Lucia, Indooroopilly and Toowong, which are all on the same side of the river as UQ. Across the river is a popular place for students to live, West End, and Highgate Hill. One should check out the different neighborhoods and get a feel for the area before deciding where to live.

Most landlords require at least a 6-month lease, so it is smart to sign a 9-month lease instead of moving between semesters and paying for two 6-month leases, since you are only here for 9 months. Going through an agency rather than directly to a landlord is the safest way to go. There is a lot of protection for tenants in Australia through a Rental Board.

Share housing is generally much cheaper than getting some sort of student accommodation. It also (in my humble opinion) is better because you can have more of an Aussie experience by living with them. It also frees you generally from the need to sign a lease if it's an already established share house.

### **Banking**

Setting up a bank account is really easy. All the major banks have branches on campus and understand the needs of international students. They can set you up with an account in 10 minutes. Major banks are ANZ, Commonwealth, WestPac, Bank of Queensland, and National.

### **Telephones**

It is expensive to use pay phone, house phones and cell phones. If you dial a cell phone from a pay phone it costs 40 cents for 30 seconds, so you have to keep putting money in the phone or it will cut you off.

You will be doing a lot of calling when you first get here and are looking for accommodation, transportation, and the like. Once you find your housing remember that local calls are not unlimited. You are charged for every call no matter how long you talk. It was about 25 cents for each call, which adds up.

International calling cards are extremely cheap and about the same cost, which is around 4 cents a minute. In fact, it's much cheaper to call outside of Australia than it is to call within the same city! Many cards give you extra call time for initial purchasing the card so be sure to look for the best deal. For example, UQConnect on campus offers an extra 10% on top of what you purchase.

It is suggested that you purchase a mobile phone while you are here, which can be purchased as a prepaid package. The major mobile phone companies are Telstra, Optus, and Vodafone. It is a good idea to compare before getting a phone and prepaid plan. Generally your phone will cost you AU\$100 outright and your prepaid plans between \$20-50. You choose the phone you want from the preferred service provider, and the package comes with a SIM card which has a certain amount of money on the card. To purchase more call time, you simply recharge your card with more money. In many cases, the larger the amount you put on the card, the cheaper the call rate which averages at about 40 cents a minute. Text messages on mobiles are also extremely popular in Australia, and cost about 20 cents per message.

## **Shopping**

Most neighborhoods have shopping centers that are easily accessible. Vegetables are generally cheaper at small green grocers and your other shopping needs can be met by Coles, Woolworths, and Bi-Lo supermarkets.

The St. Lucia campus offers a few services such as a post office, a hair and beauty salon, a card and gift shop, and lolly (candy) shop. If you live near campus, there are two shopping areas nearby where you can get your groceries. The Toowong shopping center is just a short bus ride away and has a Coles and Woolworths, the two main grocery chains. The center also has a few shops, but if your needs extend past groceries, the Indooroopilly shopping center and the Queen Street Mall in the city are both great places to take care of any shopping needs. Both are accessible by bus, and you can also reach the city by the train or City Cat.

There are also weekend markets in the city at Riverside (Sunday only) and Southbank (Friday evening-Sunday midday) which are great for picking up unique gifts and arts and crafts. Wednesday is market day on campus where you can find books, sunglasses, jewelry and other odds and ends.

One thing that takes getting used to is that the shops close at 5:00 pm on most days. Thursday night is "late night" at most shopping centers, except in the city where Friday night is "late night" and the shops stay open till 9:00 pm. Coles and Woolworths are open till 9:00 pm on all weekdays, and shut at 6:00 pm on the weekends.

## **Public Transportation**

Brisbane has an excellent public transportation system which includes buses, water ferries (the City Cat) and trains and UQ students get half price on fares. Buses and the City Cat Ferry Service run every half hour and there are lots of ways to get to Uni.

If you're used to having a car, the public transport takes time getting used to so if you're not sure where you're going, don't be afraid to ask! If attending St. Lucia campus, there is a bus stop on campus which has buses that stop at Toowong shopping center and go straight into the city. There is also a City Cat stop on campus, which is the fastest and most pleasant means of transportation offered. Brisbane and its outlying suburbs are built around the Brisbane River and the City Cat takes advantage of this and runs stops from campus to beyond the city. You can buy a Ten Concession Trip Saver card which can be used on the bus and the City Cat. If you find yourself venturing outside of the Brisbane area, you can take the train and the closest train station is at Toowong.

Some students opt to buy a car and share the cost with roommates. Decent cars can be purchased for less than AU\$1500. Just make sure the car gets checked for any mechanical problems and you get the car registered if it's expired. Also remember that traffic runs on the left side of the road! This transfers to walking as well, and you will mess up "traffic" if you walk on the "right" side of walkways.

## **Sport/Entertainment/Nightlife**

UQ has an amazing sports program. Take advantage of the UQ Sport gym complex, pool, mixed social sports, clubs and trips. The facilities are lovely and sport provides a good way to meet people. There are several sport teams to join through UQ Sport including basketball, rowing and beach volleyball to name a few. Students can join for just a small fee. There's also a gym on St. Lucia campus which holds a weight room, cardio room, and also offers fitness classes ranging from yoga to swimming and boxing.

To get the full Aussie experience, it's suggested you see them in their natural habitat. That is, you must attend a game at one of their popular sporting events. There are two main sporting arenas, the Gabba and Suncorp Stadium, which are home to Brisbane's prized sports teams. At the Gabba, depending on the season you can watch either a cricket match, or the Australian Football League's (AFL) Brisbane Lions. The Suncorp Stadium is

home to the Brisbane Broncos (Rugby League) and the Australian Wallabies (Rugby Union) also occasionally play there. Whichever game you attend, it's a sure fire way to immerse yourself in Aussie culture!

If a night on the town is your pleasure, Brisbane is a happening city featuring hundreds of nightclubs, bars and restaurants. Many bars feature live music on the weekends and the nightclubs are hosted by some of the hottest DJs around mixing up either top ten music, R&B or techno beats. The type of scene you seek will determine where you end up, but some student favorites include: the Royal Exchange Hotel (Toowong), Regatta Hotel (Toowong), Victory (City), Stock Exchange (City), GPO (Valley) and Hotel LA (Caxton St.). Many of these places offer drink specials on various nights so be sure to scope out the best deals. If you do hit the town, remember that most places check that you are at least 18 years of age (Australia's legal drinking age) and many times a foreign driver's license is not accepted. In these cases, you must use either your passport or purchase an 18 and up card for \$30.

## Queensland University of Technology (QUT)

### Arrival

Upon arrival the first things you will want to do is sleep and get acclimated with the time down under. Most students choose to stay in Youth Hostels of which there are many. This type of accommodation is pretty basic and you will want to spend some of your first days looking for a more permanent place to live. This is an important decision so don't "settle" for the first place you find. QUT has an excellent office that can help you locate housing and even arrange for transportation to a few desired locations. Many houses have several bedrooms (Up to 22 in some cases). These houses can be fun and exciting but you must consider life for the next 4 months with 21 other roommates. Sometimes it can be a bit much. Another thing to consider is the proximity of your desired housing to the uni. You may find an awesome house but might have to catch 3 busses to get to school.

Brisbane is made up of many different suburbs and areas, and each of these areas have distinct characteristics, support different lifestyles, and have different groups of people living there. Before deciding on a place to live, it might be beneficial to look around some and make the initial decision as to whether you want to live around campus or one of the other areas in Brisbane. There are many post boards around campus where people advertise places to stay. You can get a list of housing options. Most of these places are around or near the school. It appears to be the consensus that West End is the best place to live because of it's proximity, housing options, and funky vibe. The valley and spring hill also offer some good options. If your housing is not arranged prior to arrival, I would recommend arriving in Australia within the first week of February because the rooms will fill up. Also, although it may be comforting to make arrangements to live with other Americans, living with other people of different nationalities can be a very fulfilling experience. You can also look for places to live on the QUT website (a free service), or the newspaper.

Once you have established a place then the town is yours to discover. Public transportation is excellent in Brisbane and don't be afraid to get lost. The city is quite safe and the international office at QUT puts on some nice events to get to know other international kids to explore with.

### Orientation

As mentioned, QUT's international office is awesome! The people working there will do anything they can to help you. Get to know them. There is an orientation day where you will have an opportunity to meet other students and to sign up for other orientation events. These events do cost money but are heaps of fun and I strongly recommend attending at least one if not all of them.

My trip was to Stradbroke Island which included surfing, sea kayaking, swimming, partying and most importantly meeting friends from all over the world. This is the trip where I met my flatmates for the second semester as well as a few lifelong friends.

### Money

There is no need to bring over heaps of cash. There are ATM's everywhere but they will charge a fee and not all will notify you what the actual fee is. Your bank will also charge a fee for this service as well as a foreign currency conversion fee.

You may also want to consider opening an Aussie bank account. They are free to students. But cards from the US are readily accepted and by no means is an Australian bank account mandatory (unless you are planning on working). Over the past couple of years the US dollar has lost some value on the AUS dollar. And although the money here looks like monopoly money the bills can add up. Know what you're spending.

### **Telephones**

Calling back to the US from Australia is actually quite cheap. From a toll phone it is 35 cents to connect and, depending on which calling card you buy, from 1-3 cents per minute. Cell phones can also come in handy and are quite affordable. I found that the best card for me was the Hello phone card. The local telephone company can install a phone in your house for as little as \$13 dollars a month and if you have flatmates it becomes very affordable. Most students have cell phones. There are many companies that offer cell service. The most popular is Vodafone, and for around AUS\$50 a month you can call as much as you like (although they do limit international calls). The actual phones are affordable as well, but if you plan to bring a phone be sure it is "unlocked." (\*Unlocking a phone refers to disabling restrictions that tie a phone to a specific network.) Ask your provider about taking and using your phone overseas.

### **Computer/Internet**

Many students brought laptops with them, but there is no need to panic if you don't have one. QUT has computer labs everywhere. The main labs are usually full but each faculty has its own labs where there is usually a computer available. There is 24-hour access to some labs.

QUT provides free dial-up service to students that can be accessed from anywhere, and there is wireless service on the Garden's Point campus. All of these services are included in your fees.

### **Classes**

You will have already signed up for classes for the first semester but sometimes there are issues. No worries mate! The international office will walk you through everything you need, including changing classes. Some upper-level classes require permission from the faculty. You will need to show that you have completed the necessary pre-reqs or their US equivalent. But remember that QUT is a real university and in many upper-division classes you will be the only exchange student and many people will be nearing graduation and take their work quite seriously.

### **Work**

I had many jobs during my stay in Australia. Telemarketing, cutting brocs (broccoli) and lettuce, and bartending (hospitality work), hospitality-functions (don't work for the greek club!!!). I worked partly for the money and partly for the experience. Farm work is hard and not fun. Telemarketing is the same the world over and I didn't last. But working in hospitality, whether it be as a waiter or behind a bar or wherever, is not too bad. I have met many people working and the wages in Australia are quite good. They depend on your age, but if you are over 21 you can expect anywhere from \$15-18 AU per hour. But don't expect to make much in tips. Most Aussies don't. You need permission from the council to work. It cost \$55 dollars. With your working visa, you are only allowed to work 20hrs/wk, however many businesses let you work more.

### **Nightlife**

Brisbane nightlife is the best I have experienced. With heaps of packed clubs either in the city or the valley, you will never run out of options. There are drink specials on weekdays, but the businesses aren't allowed to advertise it, so you need to just figure it out. Weekends are always busy and clubs do not close until around 5am, so no more last calls at 1:45! The international office recommends you get an 18+ card but this isn't necessary for Californian's. Thanks to the OC, Aussies see California as the greatest place on earth, so a California ID will do fine.

### **Travel**

There are so many places to travel in Australia that it is almost impossible to see everything you want. Brisbane is a great home base for many travel spots such as Fraser Island, Byron Bay, Morreton Island, Whitsundays Islands, and Cairns (The Great Barrier Reef), all of which are a must see. Make sure to book trips for midsemester break atleast a few weeks ahead of time because they fill up. If you feel like checking out another country while

you're in the neighborhood, there are so many options such as New Zealand, which I highly recommend. If you can, stay a while after you two semesters are finished because December is a great time to travel. And if you're short on cash, it's so easy just to get a job for a bit and that will pay for a whole trip!

### **Conclusion**

This information is just a guideline. The time you have here is all yours to do whatever you want. Australia is a beautiful country and the people are funny and friendly as well. This has been one of the best experiences of my life, and making the decision to come here is one I will never regret. If you make it out here, GOOD ON YA MATE!

## **University of Western Sydney**

The University of Western Sydney (UWS) is one of the largest universities in Australia with six campuses and 35,000 students, including approximately 3,000 international students.

### **Academic Life**

UWS is a fairly young university. There is a lot of room for innovation and for people to make the university the kind of place they want it to be. You can start your own programs and clubs, projects and changes. The faculty are very eager, for the most part, to support anyone who shows initiative. Special features of the campus are that it is surrounded by farm land, campus Agriculture projects include a llama farm, deer farm, sheep, cattle, horses and rabbits. In addition, new projects include the Horticulture department and construction of a vineyard to compliment viticulture courses.

If you are unable to attend a lecture due to illness, it is advisable to schedule an appointment to see the campus physician right away so that a physician's note can be obtained as class attendance is mandatory for some courses.

### **Housing**

UWS provides a variety of on-campus and off-campus accommodation. This ranges from Halls of Residence to townhouses, cottages and units. Rent is weekly. It is fairly easy to obtain housing in town just a short bike ride or walk to campus.

Living on campus is a good experience though, at least for the first semester. Rooms on campus are self-catered, with a common kitchen/living room. Beds, cooking appliances, closets and cupboards are provided. You will need bedding, hangers, towels, and dishes (often there are plenty left in kitchens). On-campus housing is priced comparably to that of off-campus housing. Wheelchair accessible housing is available, as is handicapped parking.

It is easy to meet people. Take advantage of facilities like the Unifit (gym and activities center), or participate in social sports—soccer, touch footy (rugby), volleyball, and frisbee. Start a plot at the organic garden, take art classes at the community art center, join a club (photo club, theatre troupe)... A social club fee is payable each session (semester).

### **Money and Banking**

Upon first arriving, we were taken by our friendly mentors (UWS students) to take care of all this business. We set up accounts at a local bank. Banking procedures are similar to those in the States. There is a fee to change money from US to Australian. So, if you are being sent money, have it sent in large chunks, you may want to do your banking from your U.S. account.

Check to see if a fee is charged for ATM withdrawal from your US bank while in Australia at Australian ATM's. It is also a good idea to link your bank card to both your savings and checking accounts. Money can then be withdrawn from your U.S. checking or savings account by a cash withdrawal or transferred from one account to the other. It is also advisable to open a local Australian bank account, usually as a savings account which is linked to a bank debit card and allows the holder to withdraw cash or charge merchandise at most shops.

## Travel

The two airlines in Australia share a monopoly and do not compete so this mode of travel is costly. Many student tours are cheap and almost everything has a student discount. Hostels are from \$10-\$30 a night. There are many Student Travel Associations in Sydney. For travel, they should be the first place to contact. Buses are usually the cheapest way to go, but package fly/drive/sleep deals can be found.

## Victoria University

### Orientation

I can still remember the atmosphere from the first day of orientation. The theater was packed with students from all around the world and there was the sound of all sorts of different conversations taking place in the background. It was from that point that we started to get to know some of the other International students studying at Vic Uni, people from many different countries and also those from other parts of the States as well.

During orientation week we attended a number of different information sessions which were designed to provide students with information about housing, banking, communication, and transportation in Melbourne. These sessions helped us to adapt to living in a new country. The special reception for exchange students at Victoria University helped make the orientation week more pleasant for all international students. There are many activities to take part in as a part of the international orientation. Some activities include a tour of the city on a double decker tour bus as well as welcome functions with drinks and refreshments put on by our in bound coordinators. These are great ways to become oriented with the city and also meet other international students. There are also activities set up for students (at a discounted rate for international students) that are a great opportunity to see and do the many different activities around Melbourne. For example, this last semester there was a "learn to surf day," horseback riding, rock climbing, and a wine tasting, Great Ocean Road and a Phillip Island tour. This semester they are hosting ski trips to Mt. Buller and white water rafting tours.

### Finding Your Housing/ What's the Housing Like?

Melbourne is categorically the most livable city in the world. This is based on different variables such as housing costs, food costs, access to entertainment venues, sporting facilities, public transportation, crime, etc. This seemed to be very much true and it reflects in the ease at which it is to get housing. Any estate agent is willing to rent to college students, especially those with an American bank account. They usually want you to rent at least 6 month contracts. If students really want to save money they can look around the signposts set up all around campus where students look for other students to live with at very fair prices with no contracts and are willing to live with someone you may have little in common with.

There are many areas in the city that cater to student accommodation. The student accommodation linked to Victoria University is the Student Village. The Student Village is located in a suburb of Melbourne and takes around 40 minutes to get to the central area of the city. Casual accommodation at the village at a higher fee is available if you are unsure whether or not you want to take up residency at the village. The Student Village used to be a refugee camp and still rents out to refugees. Most local Australian students live at home and don't stay on campus so accommodations may not be what you would expect coming from a well-maintained CSU campus. They do have volleyball courts, tennis courts, academic supplementation, and a great social network for fellow Australian and International students. The Village is also just a 15 minute bus ride to the Footscray Park campus, the campus that the majority of IP students will have their classes. Arts or communication majors will most likely have their classes at St. Albans, a smaller Vic Uni campus. This campus is about 35 minutes outside of the city by train, and about 45 minutes away from the student village by bus. However, neither campus is set up like a college town, so the only reason to rent nearby is the ease at which to get to school. A good system of Trams and busses is set up so you can really live anywhere in that section of Melbourne, not necessarily Footscray, but in one of the adjacent suburbs such as Brunswick, Newport, Monee Ponds, Maribyrnong, Williamstown, just to name a few. This is a more expensive option but highly recommended if you want to be near shops, food, nightlife etc. Other apartment options are also available in the city. Although it is further away from uni, it is well worth it if you plan on spending a lot of time out of home. The suburbs vary in socioeconomic levels, so some are more drab and cheaper, while others have more of an active nightlife and are right near the beach, like St. Kilda.

At the cheaper end of the spectrum, expect to pay \$100-150 per week in AUS, while more expensive areas you can expect to pay \$150-200 per week.

The student village is a great way to meet people and get accustomed to Melbourne. They hold an o-week the beginning of each semester which gives students a chance to get to know each other. There are over 700 people living at the Village both international and Australians. The Village hosts free to cheap activities including everything from bbq's to day trips to weekend camps. They have academic advisors to help you if you're feeling lost in school and a health and fitness coordinator that keeps you in shape with different classes every Thursday night. The facilities are not what you would expect coming from certain CSU campuses, but you get used to it and the people make it worth your while.

Bottom line: If you have the gumption to get yourself to Australia in the first place then take that extra step to set up housing that you like in an area you like. Contact real estate agents and search through the paper. Not only will it make your year abroad more enjoyable but gives you experience dealing with real life problems. Its much easier to do this stuff in Melbourne then in California. You deal with this stuff in the first week that you arrive. Stay in a hostel and really discover your different options. Make sure you find a place you will be happy in because it makes such a difference. It's a little stressful but take a few days of stress over 9 months of regret in a bogus accommodation. Remember though, you are here to meet people and living in the city or away from campus might make it more difficult to have as active of a life as planned. Try to find roommates who go to uni; they will know the places to go out and school related events going on.

### **Telephones**

It is a very good idea to have a mobile phone while living in Australia. Pre-pay SIM cards are available from most carriers such as Telstra, Optus, and Vodafone. If you have a phone with a SIM card in California it should work with the SIM cards available here. There are various deals (caps) that you can buy that expire within a month. Look at the different deals that may be going on because some offer much better rates and will end up saving you a fortune.

Some of the cheaper options for phone cards were the Boost Mobile \$10 phone card charges ½ cent a minute but expires after 3 months or at Safeway (Telstra's Superbuzz International Calling Voucher), \$10 for 17 hours of talking.

### **Computer Access/Internet Access**

Victoria University library provides unlimited computer access from 8 am to 12 midnight. There is now access to all email accounts. They also have wireless set up so you can access the internet through your personal computer. There is less availability to campus computers on the weekends because the library is only 10am-5 pm. There are cyber cafes, although they can end up being quite expensive. I would recommend bringing a laptop so you can work at home, rather than travel to use computers that are usually not available. Computer access during late morning and mid afternoon around campuses can become crowded so it is always a bonus to bring your own personal computer.

### **Registration**

The staff was very helpful in this process, which can seem difficult. There is an designated day during the orientation week in which you can register for your classes and tutorials. It is a relatively smooth process and there is plenty of staff on hand to answer any question. The first two weeks are also open for students to amend their schedules, however, it is a lot less stressful and time consuming if you get it done beforehand. Australian universities have "courses" (majors) in which students select classes only from their specific course. If you want to take classes outside of your course it takes a lot of work and running around to get signatures as well as crashing classes during the first part of the semester.

### **Banking and Money**

There are various Australian banks that you can set up a bank account with. Banks found throughout Australia include ANZ, Commonwealth Bank, and Westpac. Westpac ATMs also allow students who have a Bank of America account to withdrawal money with no extra charge. All banks have student accounts that require no start up fees or extra fees.

The cost of living is relatively expensive in Melbourne. Food, electronics, cars, gas, and especially alcohol cost more than in California. There are, however, discount stores and brands such as Aldi Supermarket, and Homebrand products that can really help cut living costs. There are also various markets like Footscray and Victoria where you can buy fresh fruits, vegetable, and produce at a reasonable price.

Australia is extremely expensive. They are only 2 cents short of our dollar and everything from clothing to make-up to alcohol is double even triple the prices of what we pay at home. Bank of America is linked with their Westpac, so if you have an account with them at home you can take money out of any Westpac ATM without being charged. Westpac can not access your account however so if you have questions or you overdraw you have to find a way to contact Bank Of America at home. We set up accounts at ANZ which is free for students. It is good to have more than one option for money while you are here incase something goes wrong with the bank or you lose your ATM card. Be prepared to spend a lot of money while you are here. Food is not cheap- even McDonalds costs around \$6 for a small meal! Although you may think everything will be much cheaper here because of the exchange rate, things such as clothing and alcohol are about double the price as in California, so come prepared with appropriate clothing. It gets very cold here in the winter!

### **Weather**

The weather here varies greatly. The description of Melbourne weather is that there are four seasons in one day. The strategy I developed to accommodate to the unpredictable weather is to wear layers. Melbourne experiences a lot more extreme weather than cities such as Brisbane and Sydney. As much as you think of Australia as just beaches, it gets very cold here in the winter! Bring at least one big winter jacket and other sweaters, sweatshirts, and long sleeves. It starts to warm up in August and gets to be hot in December. Summer begins around November and the warmest months are January and February.



**My Experience as a Deaf Student in Australia**  
**Griffith University**  
**Heather A. Schmerman**

My first ten days after arrival in Australia was a busy and interesting experience. I met my interpreter coordinator, who picked me up at the Brisbane Airport only to find that she spoke a different sign language. I had no clue about Australian Sign Language at all. I was exhausted at the thought of picking up a new language and trying to learn it in short order to be able to communicate with Deaf people. I was not used to the time zone change nor the cars driving on the other side of the road! Many stores closed at 6:00 PM which is when I did most of my shopping back home. It was hard meeting new friends because few hearing people here are exposed to Deaf culture as compared to the United States of America.

Housing has been a roller coaster experience for me. First of all, I lived at a dorm. I was not happy because there were no students the same age as me. Most were too wild for me. I then moved to another place called a flat with seven other people—another not really great environment on campus. People were not exactly friendly to me because of the communication barrier. My odyssey continued after I decided to move into a new house with three other people, which was off campus. It was a horrible decision for me, but I learned not to trust people as quickly as I used to. They tried to rip me off, thinking I was stupid because I am Deaf. At this moment, I am relieved that I have moved a fourth time in with a lady, who is a teacher, who knows Australian Sign Language. It is a much better environment with better communication with someone who knows about Deaf Culture.

Banking and Money was challenging for me because I had to exchange money from USD to AUD. I had travellers cheques, which I had to deposit in an Australian bank. I wanted to find a job but I didn't because my student visa didn't permit it. Never give cash without a receipt if you plan to live in a house with other people in another country because the potential for theft by deception is there!

I don't use telephones because I am Deaf. I use a mobile pager to communicate with Deaf people and those who hear by sending text messages.

Computer/internet access hasn't been that easy because I had to move four times and change the internet access on my computer. At least I was able to find a way to communicate with people though. I use my laptop computer a lot for school work.

Orientation was boring, but a good experience for me. I met other Deaf people and learned about their culture.

Registering for classes was hard because I had to figure out which courses for my major would qualify for graduation. I had to work with my interpreter coordinator to figure out which schedule would be good for an interpreter to translate for my classes. All of my classes are interpreted in Australian Sign Language. At this moment, I know Australian Sign Language pretty well with no real dilemmas.

All in all my experience in school, with all its trials and tribulations, has been well worth the exhausting journey and eventual adaptation.