SWINBURNE UNIVERSITY OF TECHNOLOGY

# WELCOME GUIDE

swinburne.edu.au/sydney

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# ABOUT SWINBURNE SYDNEY

## Reputation

Swinburne University of Technology has consistently performed well in international rankings including the Times Higher Education and QS world university rankings. As a world-class university, we are educational leaders in science, technology and innovation.

## Personalised learning

With a maximum of 30 students, our classes provide a more personalised learning experience. We know our students by name and we are aware of individual learning needs.

## Feedback on assessments

We recognise the learning difficulties faced by students in their first year of study. We provide informal feedback on draft assessments, which helps students to gain confidence and succeed.

## Teaching staff

At Swinburne, we practice equal employment opportunities. Our staff are gender diverse and come from different cultural and ethical backgrounds – recognising our commitment to social inclusion.

## Lecture videos

We provide a weekly summary of lecture videos, which are accessible to all students on our learning management system. The use of learning technologies is aimed at enhancing the learning experience of students.

## Jobs and careers

We have developed programs to assist students to gain confidence in preparing for global careers. We assist individual students in developing CVs, preparing for job interviews, building confidence in job search, and developing key skills and attributes expected by employers.

## Industry connections

Swinburne has a long history of working closely with industry and employers. Our courses are developed in close collaboration with industry. We continue to ensure that our courses provide students with the opportunity to undertake internships.

# GETTING TO SWINBURNE SYDNEY

Swinburne Sydney is located in Parramatta city at 1-3 Fitzwilliam Street, Parramatta, which is approximately 25 minutes from Sydney CBD by train, making it convenient for many students and professionals to commute. The campus is only a two-minute walk from the Parramatta Railway Station.

More than 60,000 years of Indigenous history make up present-day Parramatta's city and surrounds. The Parramatta area is a great place to explore local Aboriginal culture. The city is expanding with many developments taking place. The city has experienced 60% population growth largely with people between the age of 18-35. The city's major industries of employment include: government, health care, professional scientific and technology, construction, financial, insurance and retail and hospitality. The forecast suggests that in 5-10 years, $10 billion worth of public and private investment will be made thus improving the social and economic outcomes of the city.

The lifestyle and geography of Parramatta is attracting a new wave of visitors, residents and workers. The hive of delicious food outlets, cultural events, the diverse community, and growing businesses and industry are improving social and economic outcomes.

## Public transport

Trains to Central Station depart every few minutes. The network of buses is just as accessible. Ferries run from Circular Quay to Parramatta every hour. For more information, please visit:

**transportnsw.info**

Sydney's transport system can be accessed by using an Opal card or your bankcard. Opal is a contactless fare collection system. To find out more, please visit:

**opal.com.au**

## Getting here by car

For those wanting to drive, there is plenty of street parking available. Parking is also available at the nearby Westfield Shopping Centre.

## How to contact us

StudentHQ, located on level 5, is your go-to place for any questions about your studies and any other help you may need.

**StudentHQ**

+61 2 8766 3636

SydneystudentHQ@swin.edu.au

**INTERNATIONAL STUDENT SUPPORT**

24-hour urgent assistance: +61 2 8766 3606

# STARTING AT SWINBURNE SYDNEY

## What do I need to do?

### 1. ENROL ONLINE

After accepting your offer, you will receive information about enrolling into your course. All Swinburne Sydney students are required to enrol online. By enrolling before you arrive in Sydney, you'll be more organised and prepared for your welcome and briefing, as well as any course-specific orientation sessions.

You can enrol in course-specific sessions during orientation week, but if you enrol before your arrival, you are still required to attend the welcome and briefing sessions.

### 2. ATTEND WELCOME AND BRIEFING SESSIONS

Your introduction to Swinburne Sydney starts with the welcome and briefing sessions on the first day of orientation week. During these sessions you will be introduced to the International Student Advisers (ISAs) and you will receive important course-specific information.

### 3. ATTEND YOUR COURSE-SPECIFIC ORIENTATION

The course-specific orientation session is the start of your student life at Swinburne. We will show you around the campus and help you adjust to the university environment. It is an opportunity for you to meet your fellow students, teaching staff and representatives from your faculty and school.

# SUPPORT SERVICES

## International student advisers

International Student Advisers (ISAs) will provide advice and support on your academic and personal welfare and safety during your time at Swinburne. If you have any questions, simply ask your ISA - it's free and confidential.

### SERVICES INCLUDE

- Private and confidential advice about managing your personal welfare, safety and wellbeing
- Study and course guidance
- Academic and non-academic support and advice to help with your learning and development progress
- Advice and referral for complaint and grievance processes
- Advice before you choose to withdraw or request a release from your course
- Accommodation advice
- Specialised support and workshops for international students to enhance their chances of gaining employment
- Extensive critical incident support for students affected by accident, illness or home country issues
- Discussions about academic or personal issues which may be affecting your studies.

Note: Students who experience unexpected or serious illness, injury, or are affected by natural events in their home country should notify International Student Advisory immediately:

+61 2 8766 3636

## Health and wellbeing

Swinburne has a confidential counselling service for students who may be experiencing personal or academic difficulties. Counsellors will provide support on issues, including:

- relationship or family issues
- effective study and academic progress
- exam anxiety, motivation and time management
- stress, grief and loss
- mental health issues.

Contact us if you are facing any of the above:

1300 687 327

## Accessability services

Swinburne Sydney is an inclusive and welcoming environment for students with a disability, medical condition, mental health illness or primary carer responsibilities. Our AccessAbility advisers will help you get the most out of your studies. To make an appointment, call:

+61 2 8766 3636

## Computers and internet

Students have open access to our computer laboratories as well as high-speed wireless internet access. Wireless internet is also available in cafés, restaurants and shopping centres.

## Email

When you enrol, you will automatically receive an official Swinburne student email address.

Your student email address will be in the following format:

**student ID number@student.swin.edu.au**

All important correspondence will be sent to your student email address. It is advisable to connect your Swinburne student email to your personal email address.

## Complaints and appeals

All students have the right to provide feedback, suggestions, lodge complaints or make an appeal.

Students are required to discuss any issues related to teaching, support, assessments, or any other issues with the course coordinator, support staff, an International Student Adviser or the Dean of Swinburne Sydney.

For more information, please visit:

**swinburne.edu.au/policies.**

# STUDYING AT SWINBURNE SYDNEY

The academic environment at Swinburne Sydney might be very different to what you are used to. Teaching methods include lectures, tutorials, classes, web-based sessions, workshops, lab work, group discussions and interactions, as well as online and other methods. You will be expected to actively participate in learning with other students. You will be encouraged to express, analyse and develop your own ideas and opinions, which will effectively help you to improve your communication skills. Students are expected to conduct independent study and research outside of class hours.

## Quality of teaching staff

Our teaching staff have research qualifications and industry experience. Our team comes from diverse ethnic backgrounds and they speak a variety of languages. As well as teaching staff, we also engage guest speakers from industry who share their knowledge and experience in their relevant professions. Teaching staff and course coordinators are available for consultation on any aspect of learning.

## Lectures

All lectures are designed to help you understand content in each unit of study. You will analyse, examine and critically assess all unit content. Your lecturer will explain the content, provide case studies and draw from their professional experience in teaching. Lecture notes and a summary of weekly recorded videos will be available online.

## Tutorials

Tutorials provide opportunities for students to discuss weekly lectures and clarify assessment tasks. Each assessment task is accompanied by a short video which aims to assist students to understand assessment requirements. Students will have the opportunity to get informal feedback on draft assessments.

## Learning resources

As a Swinburne student you will have access to all learning resources on the learning management system. You will also have 24/7 access to e-library which has e-books and academic journals. Suggested textbooks are outlined in unit outlines.

## Learning support

We offer learning support that is timely and relevant to all students. And our Strategies for Success program is available to all students. The program is designed to assist you in your learning and is made up of four modules:

- Transition to University
- Academic Learning and Writing
- Plagiarism and Academic Integrity
- Understanding Assessment Expectations.

The program is free and is scheduled throughout the semester.

Our Learning Skills Advisors are available to provide personalised learning support to all students.

Our support programs are designed for the diverse groups of students who come from different cultural, language and ethnic backgrounds. The learning tasks in the program aim to help students succeed in their studies.

## Learning space

Swinburne Sydney has a modern learning space and classrooms equipped with state-of-the-art technologies. The learning space includes student common areas, computers, printers and large screens. It is designed to encourage students to engage with their fellow students outside the classroom.

## Jobs and careers

We recognise that students require skills and experience to find job opportunities. But they also need the right support system to gain confidence as they prepare to job search. We offer jobs and career guidance by:

- advising you on developing your LinkedIn and other social media profiles to help in the job search process
- helping prepare your resume and job applications
- conducting mock interviews to help you prepare and practice for job interviews
- helping you learn about the Australian workplace, employers' expectations, and the nuances of work ethics
- helping you with general careers advice and mentoring
- helping you understand legal and compliance requirements.

## Prayer rooms

Swinburne Sydney accommodates students from various religious backgrounds and faith groups. We provide a prayer room, which is accessible to all students and staff at any time.

## Student experience

Swinburne Sydney is committed to providing an exceptional learning experience to all students. Our teaching staff, curriculum content, assessments and feedback processes, use of technology and range of academic and non-academic support aim to enhance your learning experience.

We use a number of formal and informal feedback processes to assess the quality of teaching and learning experiences of our students. These include, student feedback (in week four and at the end of semester), peer teaching reviews, and more. We ensure that the study timetable is flexible and recognises pressures on students. Your feedback will be used to further improve various aspects of your learning experience.

## Student engagement

Throughout the year, we organise various engagement activities to enrich our students' experience. Engagement activities range from Diwali, Ramadhan, Lunar New Year and International Women's Day to R U Ok? Day and other cultural, national and international events. These events aim to foster an inclusive and diverse culture, while providing an opportunity for students from different backgrounds and ethnicities to interact with their fellow students and staff members.

# HELPFUL EXTERNAL SERVICES

## Banking

Australia has many banks, building societies and credit unions such as ANZ, Bendigo Bank, Commonwealth Bank, National Australia Bank and Westpac. You can choose any bank for your banking services. It is advisable to open an account within six weeks of arriving in Australia. Your passport and proof of enrolment will be necessary to verify your identity. If you have not done this within the first six weeks of your arrival, you may require further proof of identity. Many banks offer low-cost or no fee accounts for students – so make sure you ask!

Telephone and internet banking is normally available 24/7 for all major banks in Australia.

## Receiving money from overseas

### TELEGRAPHIC TRANSFER

Money sent by telegraphic transfer can take up to three working days to be deposited into your Australian bank account. Your bank may charge you a fee of approximately AU$10 or more, which will be paid out of the transferred funds. You may also be charged a currency conversion fee.

Note: If you intend to receive money from overseas via telegraphic transfer, make sure to check if the bank in your home country has an agreement with a bank in Australia.

### BANK DRAFT OR BANK CHEQUE

When you deposit an overseas bank draft into your account, it can take up to 30 days to clear (become available for withdrawal) depending on the country of issue. You may also be charged a currency conversion fee.

### OTHER WAYS TO TRANSFER MONEY

There are organisations other than banks who will help you send or receive money. For example, many Australia Post branches are agents for Western Union Money Transfer Services.

## Translating and interpreting service

TIS National offers a range of services including telephone interpreting. TIS National is available 24 hours a day. Some services must be arranged in advance. Refer to the TIS National website for a list of services and costs:

**tisnational.gov.au**

## Legal services

The following organisations can provide you with legal advice:

- Redfern Legal Centre provides legal assistance to international students

  **rlc.org.au/our-services/international-students**

- Legal Aid NSW

  **legalaid.nsw.gov.au**

## Post

Australia Post manages postal services. Make sure you ask for the correct stamps at the post office.

## Telephones

Australia's country code is +61 and the area code for New South Wales (and Sydney) is 02.

Australia has many mobile phone and home phone service providers. They usually offer a range of phone plans with different fees depending on the kind of phone calls you make. Some companies will offer discounts if you decide to sign up for a combined home, mobile or broadband internet account with them. Shop around to get the best deal. All costs described in this section are approximate and will depend on the telephone company and the contract you choose.

## Home phones

If you decide to have a telephone line in your home, you will normally pay a one-off connection fee and a monthly line rental fee (from AU$20).

Local calls from residential telephones cost around AU$0.25-AU$0.30 per call. Calls to mobile phones vary. For long-distance calls within Australia, fees vary. For international calls, you will pay a connection fee and a rate per minute.

## Phone cards

It may be cheaper to use a pre-paid phone card to call mobiles, long distance, and/or overseas from your home phone. There are many different phone cards available, offering different rates for different countries. You might like to ask other students which phone cards they use. You can buy phone cards at convenience stores, supermarkets and online.

## Mobile phones

There are many mobile phone service providers in Australia, offering pre-paid accounts and/or periodic billing. You will normally pay a connection fee plus a rate per minute for phone calls and a flat rate for SMS. Websites such as whistleOut provide comparisons of the plans available:

**whistleout.com.au/**

## Payphones

Local calls from most payphones cost AU$0.50. It may be cheaper to use a phone card for long-distance and international calls.

## Telephone directories

Sydney has two main telephone directories: the Yellow Pages and the White Pages. Use the Yellow Pages if you are searching for a business by category (e.g. bookshops). If you know the name of a business or are looking for a residential address or phone number, use the White Pages:

**yellowpages.com.au**

**whitepages.com.au**

# STUDENTS WITH FAMILIES

## Community childcare centres

Placing your child in care is a personal decision, and you are encouraged to visit a few different childcare centres before deciding. It is important to choose a centre that you feel most comfortable with, and one, that can meet your child's needs. Below is a list of websites that provide information for parents about early childhood education and care for children aged between 0–5 years. You can also search for an approved childcare centre or family day care in your local area.

**childcarefinder.gov.au**

**education.nsw.gov.au/early-childhood-education/information-for-parents-and-carers**

## Maternal and child health centres

The Australian Government has maternal and child health centres in every suburb/town to monitor the health and development of babies and pre-school children aged 0–5 years and to provide support for families with young children. The following website offers useful information for parents with young children, including where to find a maternal and child health centre in your area, playgroups and parent groups, and information about what to expect when you visit a maternal and child health nurse. For more information, please visit:

**health.nsw.gov.au/kidsfamilies/MCFhealth/Pages/default.aspx**

## Schools

If you have children between 5–17 years of age who you are planning to bring to Australia, you must enrol them in school. Arrangements for enrolment must be made prior to any child arriving in Australia.

### SELECTING A SCHOOL

For a complete list of New South Wales State Government primary and secondary schools, as well as information about fees and how to apply, please visit:

**education.nsw.gov.au**

Applications to non-government schools must be made directly to the school of your choice.

### ENROLLING YOUR CHILD IN A GOVERNMENT SCHOOL

You will need to complete an online application which is available from the Department of Education website. For information about school fees and how to apply, please visit:

**education.nsw.gov.au**

# HEALTH AND WELLBEING

Health and wellbeing are the key choice factors for many international students. Swinburne Sydney's teaching location is close to many essential services such as public and private hospitals, specialist doctors, pharmacies, police, public transport, and more. Our staff are trained First Aid Officers with expertise to provide advice on health and wellbeing.

Swinburne Sydney is a secure space with 24/7 surveillance. Students will have direct contact with support staff in case of emergencies.

You can find doctors at the Health Direct site:

**healthdirect.gov.au**

Pharmacies in New South Wales cannot fill prescriptions written by doctors overseas. You will need to see an Australian doctor for a new prescription. To find a doctor who speaks a language other than English, please visit:

**serviceseeker.com.au**

If you need emergency medical treatment outside normal working hours, specific medical clinics remain open after hours.

There is a doctor on call service:

13SICK (137425)

Or you can contact Health Direct on:

1800 022 222

## Emergency

If you require emergency services in Australia, dial 000. The operator will ask you if you need police, fire, or ambulance and transfer you to the necessary service immediately. The emergency service operator will ask you a series of questions and give you advice. While they are doing this, an emergency service vehicle will be dispatched to your location. If you are concerned about your English, you can ask for an interpreter. Take note of where you are and, if possible, the names of the nearest street corners.

## Overseas Student Health Cover

All international students on a student visa must have Overseas Student Health Cover (OSHC). This cover provides medical and hospital insurance. You and your dependents must maintain OSHC for the duration of your visa. You must arrive in Australia after your health insurance starts. Having valid OSHC is a condition of your student visa. Breaches of your student visa conditions may incur serious consequences.

Medibank Private is the preferred OSHC provider at Swinburne.

If you have questions about your cover, a claim, or if you need to go to hospital, you can contact Medibank:

134 148

**oshc_support@medibank.com.au**

**medibank.com.au/overseas-health-insurance/oshc**

### ACTIVATING YOUR MEDIBANK POLICY

A welcome email will be sent to your Swinburne Sydney student email with instructions on how to activate your Medibank OSHC policy when you arrive in Australia. Once complete, you will be able to access Medibank's Online Member Services and you will receive an email with a link to a digital membership card. You can download and save the digital card to your photo library on your mobile phone. You will also receive a plastic membership card. This will automatically be posted to your Australian address and will arrive within 10 business days.

### OTHER OHSC PROVIDERS

Students who hold OSHC with another provider should visit their provider's website for information about services and claims.

Remember to advise International Student Advisory and Support if you have been hospitalised or have had a medical emergency.

+61 2 8766 3636

SydneystudentHQ@swin.edu.au

# LIFE IN SYDNEY AND ACCOMMODATION

## Public transport

Opal cards enable you to travel on buses, trains, light rail, ferries and Sydney Metro services. For more information, please visit:

**transportnsw.info**

## Taxis

Taxis can be hailed on the street (surcharges apply). You can also book one using an app on your phone:

**ingogo.com.au/book-taxi-sydney**

Other services, such as Uber, offer individual and ride sharing services:

**uber.com/au/en/**

## Cycling

Sydney has plenty of options for those willing to explore the city on two wheels. It is mandatory for cyclists to wear a helmet whenever and wherever they ride a bike. For more information, please visit:

**sydney.com/things-to-do/adventure-and-sport/cycling**

## Driving

Driving in Australia requires a valid driver's licence issued by the state you reside in. For more details, please visit:

**rms.nsw.gov.au/**

International driving permits may also be used. For more information, visit:

**rms.nsw.gov.au/roads/licence/moving-to-nsw.html**

## Shopping

In Parramatta, the shops are located conveniently near the transport hubs. There are many retail outlets to choose from. To get an idea of what's available, please visit:

**discoverparramatta.com**

## Gyms

Gyms are especially popular in Australia. To find gyms located in Parramatta, please visit:

**localfitness.com.au/**

## Things to do in Parramatta and surrounding areas

There's plenty to do around Parramatta and we acknowledge the Darug Peoples, the traditional owners of the lands on which we work and play. We pay respect to their leaders past, present and emerging.

### PARRAMATTA PARK – MACQUARIE ST, PARRAMATTA

Parramata Park is a great place to picnic, celebrate family milestones, get active, explore Parramatta's history or attend one of the many events and festivals. The park is open all year round and it's free to enter. For more information, please visit:

**parrapark.com.au**

### LAKE PARRAMATTA RESERVE – LACKEY STREET, PARRAMATTA

With more than 70 hectares of bushland to explore and only two kilometres from the Parramatta CBD, a visit to Lake Parramatta is the perfect way to enjoy a sunny Sydney day by the water. For more information, please visit:

**discoverparramatta.com/see-and-do/five-reasons-to-visit-lake-parramatta-reserve**

### WESTFIELD PARRAMATTA – 159-175 CHURCH ST, PARRAMATTA

Westfield Parramatta – your one-stop hub for shopping, fun and relaxation. For more information, please visit:

**westfield.com.au/parramatta**

### RIVERSIDE THEATRE – CORNER CHURCH AND MARKET STREETS, PARRAMATTA

Riverside Theatre is a multi-venue performing arts centre located in the CBD of Parramatta. Opened in 1988, its venues include the 761-seat Riverside Theatre, the 213-seat Lennox Theatre, and the 88-seat Raffety's Theatre. For more information, please visit:

**riversideparramatta.com.au**

### THE NEW SOUTH WALES LANCERS MEMORIAL MUSEUM – 2 SMITH ST, PARRAMATTA

This is a military museum. The museum's collection comprises over 6000 items that trace the active, ceremonial and peacetime service history of the 1st/15th Royal NSW Lancers Regiment from its inception through to the present day. For more information and visiting hours, please visit:

**lancers.org.au**

### FEATHERDALE WILDLIFE PARK – 217 KILDARE ROAD, DOONSIDE

Featherdale Wildlife Park provides a home to over 1700 Australian native animals from more than 250 different species and serves as Australia's largest native collection. Focusing solely on native animals, at Featherdale you will find the largest collection of koalas, kangaroos and wallabies, as well as many other iconic Australian animals. For more information and visiting hours, please visit:

**featherdale.com.au**

## Parks

Parramatta is full of beautiful parks and recreational areas. For more information please visit:

**parrapark.com.au**

## Beaches

There are many beautiful beaches in Sydney. Please stay vigilant, be aware of the rips and swim between the flags. Don't forget to wear a hat and sunscreen. For more information, please visit:

**sydney.com/things-to-do/beach-lifestyle/sydney-beaches**

## Eating out or in

There are a number of restaurants and multi-cuisine eateries in Parramatta. We've shortlisted the three top ones: Uncle Kurt's, The Emporium, and Gelato Messina. For more information, please visit:

**theurbanlist.com**

If you would like food to be delivered to you, consider using Uber Eats, Menulog or Deliveroo.

## Accommodation

Here are several helpful links if you are looking for accommodation:

**2stay.com.au**

**realestate.com.au**

**domain.com.au**

**flatmates.com.au**

**hotelscombined.com.au**

**wotif.com/Hotels**

## Smoke-free laws

### ENCLOSED PUBLIC AREAS

Smoking and using e-cigarettes are banned in all enclosed public areas, including shopping centres, cinemas, libraries, trains and buses.

### OUTDOOR PUBLIC AREAS

Smoking and using e-cigarettes are banned in the following outdoor public areas:

- within 10 metres of children's play equipment in outdoor public places
- public swimming pools
- spectator areas at sports grounds or other recreational areas used for organised sporting events
- public transport stops and platforms, including ferry wharves and taxi ranks
- within four metres of a pedestrian access point to a public building
- commercial outdoor dining areas.

# STUDENT VISAS AND PAYMENT OF TUITION FEES

## Government requirements

The Australian Government grants your student visa based on specified conditions. It is your responsibility to ensure that you are aware of these conditions and remain compliant at all times. Refer to the Department of Home Affairs website for details:

**homeaffairs.gov.au**

## Electronic Confirmation of Enrolment

An Electronic Confirmation of Enrolment (eCoE) is a document issued by Swinburne International, which advises Australian government agencies about the program you are studying, its duration and fees. You must have an eCoE to obtain or renew your student visa. You must ensure that you always have an eCoE for your current program and that it shows the correct fees and duration. For example, you must obtain a new eCoE and advise the Department of Home Affairs if you have to extend your program or transfer to another program.

## Overseas Student Health Cover

It is your responsibility to ensure that you have valid Overseas Student Health Cover throughout your stay in Australia, otherwise it will be a breach of your student visa conditions.

## Valid enrolment

As an international student, you must maintain a valid enrolment status and you will be expected to maintain a full-time study load.

## Change of address

You must notify Swinburne Sydney of any changes to your contact details i.e. residential address, home address, or residential/home telephone numbers. It is important that you provide an accurate address and update it regularly, so you receive all important university/government correspondence. This is a condition of your student visa.

## Change of institution

It is a condition of your student visa that you must remain with Swinburne Sydney for the first six months of your principal course. If you have been granted a visa to undertake two or more courses, the principal course will be the final course in that package.

## Permission to work

You are permitted to work a maximum of 40 hours per fortnight during standard teaching periods. If you choose to study subjects during an optional summer or winter teaching period, you will also be limited to 40 hours per fortnight. Working hours are not limited by your visa during scheduled study breaks. Workplace law in Australia prevents employers exploiting work hours and worker conditions. You are advised to understand your workplace rights. Please visit:

**fairwork.gov.au/find-help-for/visaholders-andmigrants#internationalstudents**

## Academic progress

Swinburne Sydney has academic progress requirements. Swinburne's academic standards of progress are contained in its academic policies. These policies can be accessed online:

**swinburne.edu.au/policies**

You need to make sure your academic progress is on track at all times. Students who are not progressing satisfactorily must make themselves available for interviews after the relevant teaching period. Swinburne Sydney is obliged to report students who breach their visa conditions through unsatisfactory academic performance to the Australian immigration authorities.

## Attendance

Certain courses have attendance requirements. Students will be made aware of these requirements. Swinburne is obliged to report students who breach visa conditions through insufficient attendance to the Australian immigration authorities.

## Payment of tuition fees

You are required to pay your tuition fees by the due date shown on your Statement of Account. If you do not pay your fees by the due date, a late fee will be applied to your debt. You may be withdrawn from your program and reported to the Australian immigration authorities. Students with outstanding debts are also unable to sit examinations, graduate, or access results.

## Renewing your visa

Your student visa is valid for the duration that is required to complete your course. If your visa will expire before the expected completion date of your course, you must apply for a new eCoE. For more information please visit:

**swinburne.edu.au/current-students/student-services-support/international/visa/renew/**

The granting of a new eCoE where a student has to extend their course duration is not automatic. Restrictions apply as to whether international students can extend their course duration.

SWINBURNE UNIVERSITY OF TECHNOLOGY

**swinburne.edu.au/sydney**

1-3 Fitzwilliam St, Parramatta NSW 2150
Australia: 1800 595 333
International: +61 2 9160 7788
sydneyinfo@swin.edu.au

/SwinburneSydney /school/swinburne-university-of-technology-sydney

The information contained in this publication is correct at the time of printing, January 2020. The university reserves the right to alter or amend the material contained in this guide. For the most up-to-date course information please visit our website.

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