

International Student Guide

The graphics on this cover are inspired by our student geo-data, to visualise the diversity in backgrounds and culture.

Welcome

Welcome to UTS and to Sydney.

We are delighted that you have chosen UTS for your study abroad experience and we are committed to ensuring your time with us is as enriching and enjoyable as possible.

Studying in a foreign country is a life-changing experience - it's an opportunity to challenge yourself personally and academically.

You're now part of a diverse community of students, academics and staff from all over the world. Our students and staff come from 120 different countries, making our campus a vibrant and dynamic place to study and socialise.

At UTS, we believe learning goes beyond the classroom. I encourage you to try something new during your time here. Challenge yourself by volunteering, joining a sport or social club, learning about entrepreneurship or signing up for our leadership and development programs - there's something for everyone at UTS.

One of the best aspects of studying abroad is getting to know your host country; however adjusting to life in a new country can be challenging. We offer a wide range of support services, from our on-campus medical centre to academic and career support, most of which are free.

Remember, our friendly staff are here to support you at any time. Don't be afraid to ask for help when you need it.

I wish you all the best for an exciting and rewarding time in Sydney and at UTS.



Iain Watt
Deputy Vice-Chancellor
and Vice-President (International)



“At UTS, we believe learning goes beyond the classroom. I encourage you to try something new during your time here.”

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Acknowledgement of Country

UTS acknowledges the Gadigal People of the Eora Nation and the Boorooberongal People of the Dharug Nation upon whose ancestral lands our campuses stand. We would also like to pay respect to the Elders both past and present, acknowledging them as the traditional custodians of knowledge for these lands.

UTS at a glance

45,930	students
15,130	international students
33,070	undergraduate students
10,720	postgraduate coursework
2,140	higher degree research students
3,896	staff

UTS student diversity

49%	female students
51%	male students
31%	are 25 or older
49%	also speak a language other than English

The above numbers are approximate as of January 2019.

Connect with us

-  UTSInternationalstudents
-  UTSint #UTSint
-  weibo.com/UTSI
-  UTS-Official

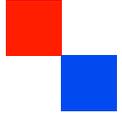




Photo: Florian Groehn

Arriving at UTS

Congratulations, you've made it to UTS!
As a new international student you probably have lots of questions about your new home. This guide will help you settle in quickly, so you can start making the most of your time in Sydney and at UTS!



UTS INTERNATIONAL

Got a question? UTS International is your one-stop shop for any questions you may have. Visit us on level 2 of Building 10.

international.uts.edu.au
internationalstudent@uts.edu.au

Tel: (+61 2) 9514 1796
(+61 2) 9514 9914
(+61 2) 9514 9239*

Opening hours: Mon-Fri, 9am-5pm

* Haven't bought an Australian SIM card yet?
Add +61 (country code for Australia)
+ (0)2 (state code for NSW)



Photo: Anna Zhu



"I encourage all future international students to embrace and invest in the time that you have here. Make the most of what UTS provides for you in terms of faculty and facilities, and craft your own memories to relish."

MONICA GEORGE, India
Master of Engineering (Management)
and Master of Business Administration

Photo: Alex McAlpin

Finding a place to live

Welcome to Sydney! Finding the right place to live is one of the most important steps to feel at home. Here are some tips to get you started.



Students at Spice Alley.
Photo: Toby Burrows.

UTS HOUSING

At UTS, we have five student residences. These residences are only available to UTS students and are all on or close to campus. Our Housing Service manages these residences and can help you apply for a place.

The UTS Housing Service is also here to help you with your off-campus accommodation search. We can help you find short or long term accommodation, help you apply for accommodation, and tell you about your rights as a tenant in NSW.

housing.uts.edu.au

housing.service@uts.edu.au

PRIVATE STUDENT HOUSING

Missed out on accommodation at UTS? No worries! We've got discounted rates at privately run student residences close to campus. Our Housing Service can help you find and apply for a place at one of the many private student housing options. Visit our off-campus accommodation webpage for more information.

uts.studystays.com.au

PRIVATE RENTALS

Another accommodation option is a private rental. These are usually managed by real estate agents and are covered by a formal rental contract. In most cases, you'll need to buy your own furniture and pay your gas and electricity bills separately.

Check out these websites to find private rentals.

uts.studystays.com.au

realestate.com.au

domain.com.au

You've probably heard that Sydney's rental market is very competitive. Have a look for properties online then check them out at an in-person inspection. If you like a place, be prepared to make an offer for it on the day of the inspection!

Don't forget you have the same rental rights and responsibilities as Australians. When you sign a rental contract it's your responsibility to take reasonable care of the property you're living in. In return, the property owner needs to make sure the place is maintained and liveable. Read up on your rights at the Office of Fair Trading website.
fairtrading.nsw.gov.au

Got an Australian bank account?

You'll most likely need an Australian bank account before you can sign your rental contract. Flip over to page 8 where we explain how to open a bank account.

SHARED ACCOMMODATION

If you don't want to live in student accommodation but still want to live with other people, shared accommodation (sometimes called a share house) is a popular option. A share house is a house or apartment that's occupied by multiple tenants under an informal agreement. It's a great way to meet people and share living expenses.

Always look at the property and meet your housemates in-person before signing an agreement or paying your bond. It's important you feel comfortable with the people you live with!

It's common to have an informal agreement with the tenant who has a formal lease agreement with the real estate agent or property owner. Avoid future problems by getting a written agreement that clearly states the agreed price and what's included. Make sure you also ask for detailed receipts for all payments, like your bond. If you have any concerns, we're here to help.
housing.uts.edu.au

ACCOMMODATION HELP AT ORIENTATION

Need accommodation help? Don't miss the accommodation information session during Orientation. You'll learn about the different types of accommodation available and where to find listings. We'll also talk you through your rights as a tenant/lodger in New South Wales.

If you've got a specific question, drop by the accommodation pop-up stand in Building 1, level 4 during Orientation. Our friendly advisors can offer support tailored to your needs.

CITY OF VILLAGES

Welcome to the city of villages! Sydney is made up of many suburbs with their own distinct characters.

Suburbs close to the UTS campus include: Chippendale, Glebe, Haymarket, Pyrmont, Surry Hills, Ultimo or the City. Suburbs close to the beach: Bondi, Bronte, Coogee, Maroubra or Randwick. Some students prefer inner city suburbs accessible by bus

or train: Alexandria, Ashfield, Camperdown, Marrickville, Newtown, Petersham or Redfern.

Generally, rental prices become cheaper the further from the centre of Sydney you live. Check the availability and regularity of public transport as this can vary greatly from location to location.

GETTING SET UP

Need to buy furniture? Kmart, Target, Big W and IKEA have you covered for cheap furniture, bedding and household items. Second-hand stores are another good (and environmentally friendly!) option; check out the Salvation Army and St Vincent de Paul stores, or Australia's most popular online trading platform, Gumtree.
gumtree.com.au

FIRE SAFETY

Did you know every home in NSW must have smoke alarms? This goes for any property where people sleep, whether it's student accommodation, a private rental or a share house. The property owner needs to install the smoke alarms in your rented premises. As the tenant, it's up to you to replace the battery as needed. Remember, neither you nor the property owner are allowed to remove or tamper with the smoke alarm's operation! More information: **fairtrading.nsw.gov.au/housing-and-property/renting/during-a-tenancy/safety-and-security**

UPDATE YOUR ADDRESS

Just arrived? Remember to update your address with us. Each time you move you'll need to tell us your new address within seven days – don't forget, it's a condition of your student visa! Just log in to My Student Admin to update your details.

You should also update your address with the Department of Home Affairs each time you move. Do this through your Immi Account
homeaffairs.gov.au

Getting around

UTS is next door to Central Station – connecting our campus to the rest of the city. That means you’ve got regular buses, trains and light rail services at your doorstep!

PUBLIC TRANSPORT

For everything you need to know about public transport, including how to plan your trip to UTS, call **131500** or visit **transportnsw.info**

We highly recommend you download one of the Sydney public transport apps, like TripView.

BUYING TICKETS

The first thing you’ll need is an Opal card. The Opal card is Sydney’s transport smartcard. It’s valid for most public transport in Sydney’s metropolitan and surrounding areas. You can either load money onto it each time it’s running low, or set up automatic top-up online. Just remember to tap on at the beginning of your trip, and tap off at the end.

You can buy an Opal card at selected train and light rail stations, ferry wharves and convenience stores. You can also purchase Opal single bus tickets from the driver on board some bus services (excluding PrePay bus routes).

Note: As an international student in Sydney you’ll need to buy an Adult Opal card. Concession Opal cards are only available to international students on an Australian government scholarship.
opal.com.au

BUSES

Sydney’s bus network connects you to most suburbs. To keep services running quickly, many buses are pre-pay only. That means you’ll need your Opal card to jump on board. Read above for more information. For timetable and ticket information, go to **transportnsw.info/travel-info/ways-to-get-around/bus**

Note: You might have noticed considerable construction work taking place along George Street for the new light rail. Find out about any impacts on your travel plans.

mysydney.nsw.gov.au

TRAINS

The Sydney rail network is a popular way to travel for many Sydneysiders. It’s inexpensive, fast and reliable. You can use your Opal card for all trains on the Sydney rail network. For information on train timetables, ticket prices and destinations, visit **transportnsw.info/travel-info/ways-to-get-around/train**

FERRIES

Sydney’s iconic yellow ferries connect our beach and harbour-side suburbs to our main ferry terminal - Circular Quay. Sydney ferries are a great way to explore beautiful destinations along Sydney Harbour, such as Manly, Taronga Zoo, Luna Park and Darling Harbour. Ferries aren’t very frequent outside of peak periods. For more information, visit **transportnsw.info/travel-info/ways-to-get-around/ferry**

LIGHT RAIL (TRAMS)

The Metro Light Rail links Central Station with Sydney's inner western suburbs. The trams, ending at Dulwich Hill, also stop at Sydney Fish Markets, Darling Harbour and Chinatown. You'll need your Opal card to ride the light rail. sydneylightrail.transport.nsw.gov.au

CYCLING

Cycling is a cheap, environmentally friendly way to travel. Sydney City Council is developing extensive cycleways and offers workshops on riding in the city. We recommend you get to know the cycleways in your area so you can avoid busy roads. You can find secure bike parking spots across Sydney. For more information visit sydneycycleways.net

Cycling to uni? We've got safe bike parking on campus. You'll find showers and bike racks in the Ross Milbourne Sports Hall and in Buildings 4, 5, 8 and 10.

CAMPUS SHUTTLE BUS

Getting around campus is easy with our security shuttle bus. It's a free service just for UTS students that runs for most of the year. The shuttle bus will take you between Broadway, Haymarket, Building 8 and our student residences on weeknights. We also have a shuttle bus to take you between UTS Central and our Moore Park campus; timetables are available on our website.

Cycling tips

Riding a bike in Sydney? You'll need to wear a bike helmet – it's the law! Hefty fines apply for cyclists who don't follow the road rules. Your bike also needs reflective lights for after dark.

It's a good idea to wear reflective clothing too.

DRIVING

If you want to drive in NSW you can use your existing drivers licence for up to three months. After that, you'll need to get a NSW drivers licence. This includes permanent residents and students moving from other states in Australia.

rms.nsw.gov.au/roads/using-roads/visitors.html

You'll also need to know the road rules; NSW has strict laws on speeding, mobile phone usage, alcohol limits and drug bans. Remember, NSW Police conduct Random Breath Tests (RBT) and Mobile Drug Tests (MDT) on motorists. Read up on all the important road rules

roadsafety.transport.nsw.gov.au

Owning and running a car in Sydney can be expensive. Found a cheap vehicle? Don't forget, registration and insurance (both compulsory), petrol costs and parking are expensive – it all adds up! The Sydney metro area has many toll roads – you'll need to get an e-TAG, as most toll roads don't accept cash.

CAR SHARING

Car sharing is popular in inner Sydney and means you don't have to think about car spaces or maintenance – or buying a car in the first place! Join a car-share scheme and you'll be able to use a car when you need it.

goget.com.au

hertz247.com/Australia

carnextdoor.com.au



Photo: Anna Zhu

Banking and phone

Money and a mobile phone; two things we couldn't live without! Take care of the basics by getting a bank account and an Australian SIM card as soon as you can.

BANK ACCOUNT

Aim to open a bank account in the first few weeks of your arrival. To set up an account, you'll need a few forms of identification, including your passport and proof of enrolment. You can visit most bank branches Monday to Friday, 9.30am to 4pm and some larger branches are open on Saturdays.

Australia's major banks include:

anz.com.au

commbank.com.au

nab.com.au

westpac.com.au

Money transfers can take some time, so make sure you have another way to get cash in your first few weeks. Overseas telegraphic transfers take around three working days to enter your Australian bank account, while bank drafts can take two or three weeks.

ATMS

You can use your Australian bankcard at just about any Automatic Teller Machine (ATM) in Australia. You'll find ATMs all over Sydney. Some banks might charge you a fee for using your bankcard at another bank's ATM machine. It's good to check this in your terms and conditions before signing up for a bank account.

CARD OR CASH?

You can pay for most things using your bankcard in Sydney, including contactless payment (PayPass or payWave) for purchases under \$100. However, it's a good idea to still carry some cash as some stores have a minimum spend for card payments.

WIFI at UTS

All students at UTS can connect to our free and secure wifi network (UTS-WiFi). Log in using your student ID and password.

Photo: Kwa Nguyen





Photo: Toby Burrows

STAY CONNECTED

To stay in touch with your friends and family in Australia and overseas, buy an Australian SIM card for your mobile phone. This will save you a lot of money when calling or using data in Australia.

Australia's major providers include:

optus.com.au
telstra.com.au
vodafone.com.au

You can buy a prepaid SIM card at news agencies, supermarkets or phone retailers. If you'd rather get a monthly phone plan, visit the provider's store or website.

Banking tips

Many banks offer accounts just for students, with lower fees and charges. Do some research before opening your account, or ask your chosen bank if they have any special deals for students.

Safety and security

While you make the most of your time in Sydney, keep these safety tips in mind. That way you can focus on the important stuff – making friends, starting your studies and exploring your new city!



Photo: Anna Zhu

STAY SAFE ON CAMPUS

We want you to feel safe and at home on campus; that's why our security staff are looking after you 24-7. Feeling unsafe or unsure about a situation? Dial **6** from any campus phone or call **1800 249 559** to contact our security team.

Our Staying Safe at UTS card lists all the emergency numbers you need – pick one up from the International Student Centre. Don't forget to update your emergency contact details in My Student Admin. More information: safetyandwellbeing.uts.edu.au

STAY SAFE IN SYDNEY

Beach safety

Sydney is home to many beautiful beaches, rivers and lakes. But if you want to go fishing or swimming, you need to know how to swim! At the beach, always swim between the red and yellow flags and with people you know. Never swim at an unpatrolled beach or at night.

Potential dangers can be difficult to spot and conditions can change quickly, even if the water looks calm.

Get familiar with basic water safety

beachsafe.org.au

Always wear sunscreen too – the sun in Australia can be very strong, even on a cloudy day!

Bushwalking

Bushwalking is a great way to explore our beautiful national parks. Make sure you take a map, plenty of water, wet weather gear, warm clothes and a phone on your bushwalking trip. Walk with friends and take an emergency beacon; you can pick one up from camping stores. Before you go, tell a friend where you are going and when you plan to be back.

nationalparks.nsw.gov.au/safety

Road safety

Drink driving is illegal in Australia. That means it's against the law to have more than a small amount of alcohol before you drive. Don't get in a car with a driver who's been drinking either; take a taxi or ride share instead. Find out more about alcohol and drug limits for drivers **rms.nsw.gov.au**

Fire safety

Be aware of fire safety at home! The key is preparation – make sure you have fire alarms installed and working, and have an exit plan. We've got more information on smoke alarms on page 5, or visit the Home Fire Safety website **fire.nsw.gov.au**

Night safety

Try to travel with another person and walk in well-lit areas after dark, even if it makes your trip a little longer. Always be aware of your valuables like your mobile phone and laptop. If you feel threatened in any way, find the nearest shop or house and ask to call the police.

Taking public transport? Pick a well-lit area to wait for your train, bus or tram. Check the timetable to avoid a long wait. If you feel unsafe, pick a seat close to other passengers. You could also sit next to the guard's compartment on the train, it's marked with a blue light.

IN CASE OF EMERGENCY

UTS Security – **1800 249 559**

Police/Fire/Ambulance – **000**

Save these numbers to your phone. That way, you don't have to think twice if you get into trouble!

More information: **police.nsw.gov.au**



Photo: Destination NSW

Food for thought

Knowing where to find your favourite foods is an important step towards feeling at home in Sydney. Eating well will also help you manage stress, stay focused in class and maintain your health. Luckily, you're surrounded by supermarkets, speciality grocery stores and great places to eat!



Photo: Toby Burrows

SUPERMARKETS

You can get your groceries from one of the many supermarkets around UTS. Most supermarkets are open seven days a week and stay open late. The closest supermarkets to UTS are Woolworths at Central Park, Coles and Aldi at Broadway, and IGA at Market City.

aldi.com.au

coles.com.au

iga.com.au

woolworths.com.au

Eating with friends

When you eat out with friends, you'll generally be expected to pay for yourself. The total bill is usually split between the group at the end of the meal. If you're invited to someone's house, it's common to take a small contribution like a bottle of wine or a box of chocolates.

A TASTE OF HOME

Sydney is a great city for foodies. Being a multicultural city, you'll find restaurants and stores with foods from around the world. Looking for a taste of home? Check out these websites to search for restaurants by locality and speciality. You can also search by price range - handy for budget-conscious students!

**[zomato.com/sydney](https://www.zomato.com/sydney)
[broadsheet.com.au/sydney](https://www.broadsheet.com.au/sydney)
[concreteplayground.com/sydney](https://www.concreteplayground.com/sydney)**

If you have cultural or religious food requirements, check out websites like [halalsquare.com.au](https://www.halalsquare.com.au) and [jewishaustralia.com](https://www.jewishaustralia.com). They'll point you towards restaurants and food stores that cater to your dietary needs.

EAT ON CAMPUS - FOR FREE!

We know it can be difficult to eat well, especially with a student budget and a busy schedule! That's why our Student Association offers free pop-up cafes during the Autumn and Spring teaching sessions.

Join us at the Bluebird Brekkie Bar for free muesli, yoghurt, toast, fruit, tea and coffee before your morning classes. More of a night owl? Pick up a bowl of fresh noodle soup at the Night Owl Noodle Bar before or after your evening classes.

Bluebird Brekkie Bar:

- Tuesday, 8.30 - 11am,
Law Courtyard, Building 3
- Wednesday, 8.30 - 11am,
Level 4, Building 1 Foyer

Night Owl Noodle Bar:

- Tuesday, 5 - 7.30pm,
Level 4, Building 1 Foyer
- Thursday, 5 - 7.30pm,
Level 4, Building 1 Foyer



“Don’t forget to take good care of yourself! Make sure you eat enough, drink plenty of fluids, exercise. When you look after yourself, you can enjoy and appreciate everything around you. Also, learn how to balance your learning time and your leisure time. That way you don’t become too overwhelmed or stressed.”

DARYL JARAMILLA, the Philippines
 Master of Communication Management
 Photo: Kwa Nguyen

Wellbeing

Living in a foreign country is a truly rewarding experience, but it's not without its challenges! It's normal to feel overwhelmed as you adjust to life in your new home. Luckily, help is always available.



Photo: Toby Burrows

CULTURE SHOCK AND HOMESICKNESS

When you first arrive, you might experience some culture shock. Finding a place to live, discovering where to buy the foods you like and connecting with new friends is a great way to feel at home quickly. If you feel overwhelmed and don't know where to go for help, speak with one of our international student advisors. You'll find their contact details on the back of this guide.

REACHING OUT

Feeling overwhelmed? Help is always available. At the UTS Medical Centre, we offer a free and confidential counselling service to all students. Qualified psychologists and social workers can help you with personal, relationship, psychological, study and administrative troubles. We even have Mandarin and Cantonese speaking services. If you're going through a tough time, they can also help you apply for special consideration to help manage exam and assignment deadlines.

uts.edu.au/current-students/support

Need to speak with someone immediately? Free and confidential telephone, webchat and email counselling is available 24/7 through:

Lifeline 13 11 14
lifeline.org.au

Beyond Blue 1300 22 4636
beyondblue.org.au

You can also call **1800 636 825** for free to speak with your nearest Community Mental Health team.

BATYR

Batyr is a student-led organisation that educates and empowers young people to have open and honest conversations about mental health. Batyr's student speakers share their personal stories at events on campus. They can show you where to get help and give you helpful tips to manage your mental health during your studies. Find out about UTS Batyr's upcoming events and programs on their Facebook page.

facebook.com/BatyrUTS

CONSENT MATTERS

We all have to do our part to ensure the UTS campus stays a safe and respectful environment for everyone. To eliminate unwanted sexual behaviour and encourage healthy relationships, we've rolled out Consent Matters online training for all students and staff. Consent Matters will give everyone at UTS a clear understanding of what constitutes unacceptable sexual behaviour as well as the skills to respond to bad behaviour. You'll be sent information about the training to your student email. Make a positive impact by completing the modules as soon as possible. If completing the training may cause issues for you, email **equity@uts.edu.au**

For more information visit:

uts.edu.au/partners-and-community/initiatives/social-justice-uts/equity-and-diversity-uts/training-and/consent

GET CONNECTED

One of the best ways to conquer homesickness is to make new friends. Getting involved in campus activities is a great way to meet people and connect with the UTS community. Why not join one of our many clubs and societies? From sports clubs and faculty societies, to volunteering and cultural groups, there's a club for everyone! **activateuts.com.au**

Network Café is another great way to make friends. Come along to practise your English and connect with local and international students.

uts.edu.au/current-students/campus-life/ways-meet-people

KEEPING THE FAITH

Did you know we have a visiting chaplaincy team? Come and hear from members from the Buddhist, Catholic, Christian, Hindu, Jewish and Islamic faiths. Multi-faith rooms are available for use by UTS religious groups and individuals. If you have religious food requirements, you may choose to bring food from home. The multi-faith room and other areas on campus have areas with refrigerators and microwaves to store and reheat food.

uts.chaplaincy@uts.edu.au

uts.edu.au/current-students/support/health-and-wellbeing/multi-faith-chaplaincy

Starting at UTS

Before your classes start, take the time to get to know the people who are here to help you at UTS.

UTS INTERNATIONAL

As an international student, UTS International is your main contact point at uni. We can help you with questions about:

- your student visa, including visa conditions, renewal and extension
- Overseas Student Health Cover (OSHC)
- changing universities
- managing your study load
- documents for work and visa issues

If you're not sure where to go for help, speak with us at UTS International. If we can't help you, we'll point you to someone who can.

You can drop in to speak face-to-face with a student advisor without an appointment. Visit us during the teaching session at these times:

- Monday, Wednesday and Thursday, 2pm to 4pm
- Tuesday and Friday, 10am to 12pm

Reach us by phone or email during or outside of session time:

(+61 2) 9514 1796
(+61 2) 9514 9914
(+61 2) 9514 9239

internationalstudent@uts.edu.au

If the matter is urgent, call **(+61 2) 9514 1531**

Study abroad and exchange advisors can be contacted on **(+61 2) 9514 7915** or at **studyabroad.exchange@uts.edu.au**

DOCUMENTATION

At UTS International, we can help you with documents for:

- working in Australia
- doing your tax
- managing your banking
- verifying your international student status
- changing your student visa to a visitor visa to stay for your graduation ceremony

To get any of these documents, you'll need to visit us at the International Student Centre to fill in a request form. It normally takes around three working days to process your request but this could be longer during busy times after session results are released. During this time, completion letters may take up to ten working days to process.

We issue these documents free of charge as long as you don't have any overdue fees and your enrolment or course completion is correct.

Photo: Kwa Nguyen



OFFICIAL UTS COMMUNICATION

Don't miss any essential information and updates; keep us up to date with your current address and mobile number. You'll need to update your address within seven days of arriving in Australia or changing address. Don't forget - it's a condition of your student visa! We can't accept responsibility if important information doesn't reach you because you haven't told us your new address. You can do this through My Student Admin.

onestopadmin.uts.edu.au

Make sure you also check your UTS email account regularly. This is one of the official ways we communicate with you.

UTSOnline is our online platform for students and academics. Your lecturers will use this to share subject materials and communicate with your classmates. This is where you'll also find your Subject Outline and any preparation you need to do before class. Check your UTSOnline account regularly.

online.uts.edu.au

STUDENT CENTRES

The UTS Student Centres can help with:

- subject and course information
- study plan, enrolment and class allocation enquiries
- progression and academic caution
- exam-related and academic progress applications
- leave of absence and concurrent study applications
- recognition of prior learning and subject substitution applications
- graduation matters

FIND YOUR STUDENT CENTRE AT:

Building 10, Level 2

Monday - Friday: 9am-5pm

First two weeks of Autumn/Spring sessions:
8:30am-6pm

Building 5 – Haymarket Block C, Level 1

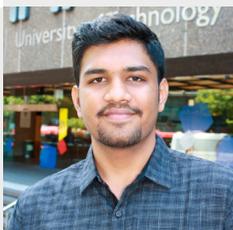
Monday - Friday: 9am-5pm

First two weeks of Autumn/Spring sessions:
8:30am-6pm

STUDENT CENTRE ENQUIRIES

Submit online enquiries and eRequests to your Student Centre via **ask.uts.edu.au**

1300 ASK UTS (1300 275 887)



“UTS International has been very helpful. When I first arrived I was confused about the workings of my course, so I went to UTS International and they explained how to choose a major.”

HITARTH PATEL, India
Bachelor of Business

Photo: Adriana Zanchetta

Finding your way

ORIENTATION

Orientation is your chance to learn all about UTS: how to get around, where to find help, how to succeed in your studies and get involved in campus activities.

orientation.uts.edu.au

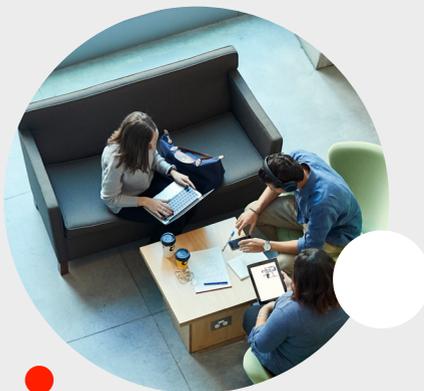
Firstly, you'll need to attend the Essential International Advice session at Orientation. This session will give you everything you need to know to get off to the best start at UTS. You'll also meet our student advisors and current international students. It's mandatory for international students.

Next, it's a good idea to attend a library information session during Orientation. The library will become one of your most valuable resources at UTS. At this session, you'll learn how to find, use and organise information easily.

Your faculty will also host a Faculty Welcome and workshops during Orientation. These will help you get ready for the teaching session ahead.

You should have received a pre-departure email from UTS International with information on how to register for Orientation and enrol in your subjects. If you didn't receive it, contact UTS International at **international.apps@uts.edu.au**

It's essential that you follow this information and enrol correctly before the main teaching session starts. Please see the relevant FAQs section at the back of this guide for more information.



Above: Students studying on campus.
Photo: Toby Burrows

Left: Birds-eye view of UTS
and Sydney's CBD.
Photo: Coptercam



INFORMATION TECHNOLOGY SERVICES

Every UTS student has an Office 365 account. This includes your student email account and calendar with 50GB storage, a OneDrive folder with 1TB storage and access to 3000 computers across the campus (many available 24/7). You also have access to our free and secure wifi on site (UTS-WiFi) and a laptop loan scheme.

To learn more about our services and facilities, visit itd.uts.edu.au

IT SUPPORT CENTRE

IT solutions and help is available from our online helpdesk, ServiceConnect. You can also call or visit our IT Support Centre in person.

- Building 10, Student Centre
- Building 5, Block C, Level 1, Room 41

Tel: (+61 2) 9514 2222

serviceconnect.uts.edu.au

(student number and password is required)

Got a question? Our friendly Peer Networkers are here to help you during Orientation!

Photo: Kwa Nguyen



“I was very nervous before I came here, but when I arrived all the worries went away. Everyone was so friendly during Orientation. I met a lot of friends that I’m still friends with today.”

VANESSA TRUONG, Vietnam
Bachelor of Business
Bachelor of Creative Intelligence and Innovation

Photo: Annabel Jeffrey

LIBRARY

During your studies, the UTS Library will be a valuable resource to you. We offer a wide range of resources and services, including:

- library tours and workshops throughout Orientation **orientation.uts.edu.au**
- online tutorials to help you get started as a new student **lib.uts.edu.au/headsup**
- books, e-books, articles and study guides relating to your subjects **lib.uts.edu.au/guides**
- study spaces including bookable group study rooms where you can collaborate with your classmates **lib.uts.edu.au/facilities/library-spaces**
- free events and classes to help with your studies **lib.uts.edu.au/events**
- our Ask a Librarian service to get help from a librarian either in person or online **lib.uts.edu.au/help/ask-librarian**
- library computers are installed with Chinese, Korean and Japanese software.

Our dedicated team of friendly librarians are always happy to help you with any questions you may have. Find out more about library orientation, tours and workshops on our website **lib.uts.edu.au**

Need to buy textbooks? The Co-op Bookshop has a wide range of books, including textbooks. It also stocks calculators, stationery and computer software. Join the Co-op Bookshop to shop online, and receive lifetime discounts on purchases, including Apple products. **coop.com.au**

Renting or using second-hand textbooks is an affordable and sustainable alternative to buying them brand new. Find second hand books on **studentvip.com.au/textbooks** or **gumtree.com.au**

INTERACTIVE CAMPUS MAP

Get around campus with our handy interactive map: **maps.uts.edu.au**
Find addresses, campus tours, information about facilities and access, as well as spots to park your bike!

Find your way around campus

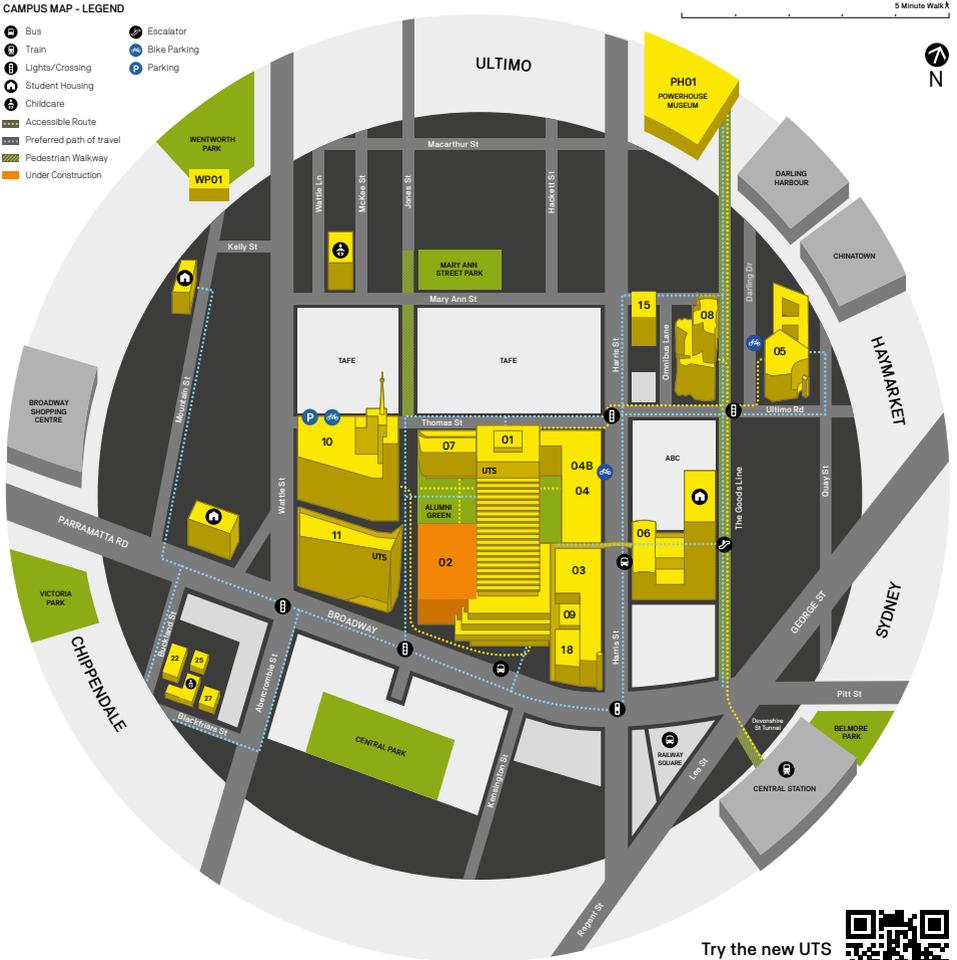
When trying to locate a room or facility at UTS, the campus comes first: **CB = City Broadway**

The building comes next, then the floor level, followed by the room number.

So **CB1.26.17 = Broadway campus, Building 1, level 26, room 17.**

CAMPUS MAP - LEGEND

- Bus
- Train
- Lights/Crossing
- Student Housing
- Childcare
- Accessible Route
- Preferred path of travel
- Pedestrian Walkway
- Under Construction
- Escalator
- Bike Parking
- Parking



Try the new UTS mobile map site!

Scan QR code or visit wayfinding.uts.edu.au



We're here to help

We offer a range of support services for our students, many of which are free. From medical appointments to legal and financial advice, we're here to help you through it all.

MEDICAL AND COUNSELLING SERVICES

Did you know we have a medical centre on campus? We offer friendly and confidential medical services to all UTS students. You can request a male or female doctor. Most consultations are free if you show your Medibank or other Overseas Student Health Cover (OSHC) membership card. If you've forgotten your card, you can pay for the visit and make an online claim afterwards.

If you visit one of the many medical centres around Sydney, you'll need to pay at the time of your appointment. You can lodge an online claim with Medibank or your OSHC provider afterwards.

Our on campus medical centre also offers a counselling service. It's free and confidential. See page 14 for more information.

uts.edu.au/current-students/support

FINANCIAL ASSISTANCE

Learning to manage your money can be difficult, especially if you're living away from home for the first time. Our friendly financial advisors can give you confidential advice about issues such as:

- creating a budget
- making the most of your current income
- saving money
- making large purchases like computers

uts.edu.au/current-students/support

UTS STUDENT LEGAL SERVICE

We offer free and confidential legal advice to all students on a range of issues. Get help with tenancy issues, employment contracts, consumer claims, traffic issues, and many other areas. Please note, we can't provide legal advice on migration issues.

utsstudentsassociation.org.au/legal

STUDENTS WITH SPECIAL NEEDS

We're committed to providing equal opportunity for our students with special needs. If you have a temporary or permanent disability, including physical, sensory, psychiatric and learning disabilities, or an ongoing illness, support is available. In some cases, you may be able to apply for alternative assessments during teaching sessions or special conditions in examinations. You'll need to supply supporting documentation.

uts.edu.au/current-students/support

EQUITY AND DIVERSITY

At UTS, we don't accept discrimination and harassment on the grounds of sex, race, colour, descent, national or ethnic origin, ethno-religious background, marital status and sexual orientation. If you have an equity-related query or complaint, our Equity and Diversity Unit can support you.

equity.uts.edu.au



Photo: Kwa Nguyen

STUDENT OMBUD

The Student Ombud's Office is an informal, confidential and impartial service that can help you with problems with UTS processes and procedures. If you feel unfairly treated by the university or if you find yourself in a disagreement with an individual, office or department within the university, you can seek assistance from the Student Ombud. ombuds.uts.edu.au

STUDENTS' ASSOCIATION

The Students' Association is the officially recognised voice of UTS students. It represents our students on an individual, university and government level. The Students' Association also has an Overseas Student Officer who represents the interests of international students at UTS. sa.uts.edu.au

CHILDCARE FACILITIES

We have two childcare centres, one on campus and one close by. Some childcare places at UTS may be subsidised. Childcare centres are also located throughout Sydney, although getting a place can be competitive. childcare.uts.edu.au

FIND HELP

Need help with something, but not sure where to go? The following services can help you access the resources you need:

- UTS International: visa and general administration queries
- UTS Student Legal Service: legal matters
- Equity and Diversity Unit: issues relating to unlawful harassment
- Student Services Unit: counselling and support
- UTS Housing Service: accommodation issues
- Student Services Unit: financial advice
- Students' Association: advocacy for students
- UTS Security: all types of emergencies

uts.edu.au/current-students/support

Study and career success

Get a head start on your academic and professional goals. We can help you improve your academic English, succeed in difficult subjects, find a part-time job and plan your dream career!

HELPS

(ENGLISH LANGUAGE SUPPORT)

Need help with an assignment? Want to improve your academic writing and speaking skills? Our Higher Education Language & Presentation Support (HELPS) service offers free workshops on academic writing, speaking and presentation skills throughout the main teaching sessions. Our friendly HELPS advisors can also help you with difficult assignments. Drop in any time during the day to talk with the team, or visit helps.uts.edu.au

HELPS also runs Conversations@UTS, free sessions to practise speaking English in social and professional environments. Join UTS staff and alumni volunteers for relaxed, friendly and supportive conversations!

Did you know, if you're from a non-English speaking background, you may be eligible to apply for special exam conditions? This includes extra time and use of a dictionary. For more information, speak to your Student Centre.

U:PASS

Having trouble with a difficult subject? Our Peer Assisted Study Success (U:PASS) program can help you in subjects that are perceived as difficult or have a high failure rate. At U:PASS, you'll work with trained senior students who have successfully completed the subject. They'll guide you through a collaborative study session with fellow students, so you can build your understanding in a supportive group setting. uts.edu.au/current-students/support/upass



Student at a UTS HELPS drop-in consultation
Photo: Anna Zhu



JAYESH NAKRANI, India
Master of Mechanical
Engineering
Photo: Kwa Nguyen

“UTS Careers have helped me so many times. When I first came here, they showed me how to find an internship and create an effective resume. Now, when I go for jobs and I hand in my resume, they ask me how I created such a good resume!”

CAREERS

Get ready to create the future you! Whether you're looking for an internship, part-time role, graduate job or something in between, our Careers Service provides all the support you need. We're here to help you at every stage of your job search; from resume writing and interview skills, to career planning and networking events. Dedicated faculty career consultants can provide specialist advice on your chosen industry.

Feeling overwhelmed at the thought of graduation? Give yourself a head start with the UTS Accomplish Award. You'll develop essential skills for success in the graduate recruitment process and the Australian workforce. We encourage all international students to join.

If you're looking for ways to integrate professional experience with your studies, our Careers Service offers career development subjects. In some degrees, you may be able to take these as elective subjects for course credit. Talk to a career counsellor for more information. careers.uts.edu.au

Looking for a job? Jump onto CareerHub and get access to hundreds of work and internship opportunities, from a huge variety of employers. Regardless of what you're studying, register on CareerHub today and see where your studies could take you!
careerhub.uts.edu.au

You can also look for jobs on:

careerone.com.au
indeed.com.au
oneshift.com.au
seek.com.au

Find out more about your workplace rights, including your working hours, on page 31.

Beyond the classroom

Your university experience goes beyond the classroom. This is your chance to meet new people, join a club or sporting team, develop your leadership skills or simply pick up a new hobby!

ACTIVATEUTS

Get social with ActivateUTS. They run free events and activities on campus all year. Plus, they also manage our two on campus bars – the Loft and the Underground. ActivateUTS also facilitate more than 130 clubs and societies. From sports clubs and cultural societies, to faculty networks and adventure groups, there's something for everyone! activateuts.com.au

BUILD PROGRAM

BUILD (Beyond UTS International Leadership and Development) is an international leadership program, open to all UTS students. BUILD provides you with a range of opportunities, locally and internationally, which will help you to gain new skills, broaden your horizons and build your leadership potential. build.uts.edu.au

FESTIVALS AND CULTURAL EVENTS

Sydney is a global city, with exciting festivals and entertainment throughout the year. From fireworks on New Year's Eve and Lunar New Year celebrations, to Mardi Gras, Vivid and the Sydney Film Festival, many of these events are free, or incorporate free activities. You can also go on walking tours of the city. Visit whatson.cityofsydney.nsw.gov.au and sign up for their e-newsletter.



There are more than 130 clubs and societies you can join at UTS!
Photos: Kwa Nguyen



Don't miss Vivid Sydney, an annual festival of light, music and ideas!
Photo: Destination NSW

NETWORK CAFÉ

Network Café brings together new students with current ones through short trips, games and sports days, many of which are free. It's a great way to meet both international and local students. Grab a free coffee at the weekly catch-ups, held at Cornerstone Cafe (Level 3, Building 7).

uts.edu.au/current-students/campus-life/ways-meet-people/network-cafe

RESEARCHERS CAFÉ

Are you a research student? Come along to the Towers Café (Level 3, Building 1) the first Wednesday of each month to meet other local and international research students over a free coffee.

uts.edu.au/current-students/campus-life/ways-meet-people/researchers-cafe

SPORT AND FITNESS

UTS Activate Fit Gym offers modern exercise equipment and group fitness classes. There is also a multipurpose sports hall on campus.

Meet other UTS students and settle in to Sydney through the Sports and Recreation program. ActivateUTS organises day trips, holiday adventures, short courses and social sporting activities, giving you the opportunity to explore the best of Sydney and Australia.

activateuts.com.au

UTS STARTUPS

UTS Startups is a university-wide program to inspire and support startups. If you have a compelling business idea, they can help you with free coworking space, mentoring, pitch nights, industry events and more!

entrepreneurship.uts.edu.au



KRISTYN WUEBBOLT, Canada
MBA, Entrepreneurship
Photo: Annabel Jeffery

“The biggest benefit of UTS Startups is learning from people with different experiences. If you're sitting in the co-workspace and you're stuck on a problem related to marketing, for example, you can walk over to someone who has a company in marketing and ask them for advice. The support you get from the Startups team is amazing too. If there's something they can't answer, they'll go out of their way to bring in speakers who can teach us.”

Managing your course

Here we answer some common questions about the technical or administrative aspects of your course.

Got a question that we haven't answered? Visit your UTS Student Centre or go to our website uts.edu.au/current-students/managing-your-course

HOW DO I CHANGE MY SUBJECTS AFTER I'VE ENROLLED IN THEM?

Once you have permission to change your subjects, you can add or drop pre-approved subjects on My Student Admin. Use your UTS student number and password to log in. onestopadmin.uts.edu.au

If you want to add subjects that were not already approved on your study plan you'll need to submit an e-request at: studentforms.uts.edu.au/evop

Your UTS Student Centre will process your e-request and send you a reply directly.

The last day to add a subject is Monday of week two of each teaching session.

The last day to withdraw from a subject without academic and financial penalty is the Census date.

If you drop subjects after these dates, the subject will appear as a fail on your academic transcript and you'll be charged the tuition fee.

The UTS Handbook has a comprehensive guide to important academic dates, just search 'principal dates' or 'academic year dates'. handbook.uts.edu.au

WHAT DO I DO IF I AM FAILING A SUBJECT OR COURSE?

We have a formal process for identifying students at risk of failing. We do this after results are released at the end of each teaching session. If we think you may be at risk of failing, we'll reach out and put you in a support program to help you improve your academic performance. In exceptional circumstances you may be able to reduce your study load.

CAN I APPEAL A UNIVERSITY DECISION?

All UTS students have the right to appeal against certain administrative decisions taken by the university. If you feel you've been treated unfairly by UTS or UTS staff you can also lodge a complaint. If you're informed that we intend to cancel or suspend your enrolment, you have the right to appeal.



Photo: Kwa Nguyen



Photo: Kwa Nguyen

WHAT IF I HAVE FINANCIAL DIFFICULTIES?

If you're having trouble managing your money, you can make an appointment with a financial assistance officer to discuss your options.

Don't forget:

- It's a requirement of your student visa that you have enough money to support yourself while in Australia.
- If you encounter financial difficulties, you may be able to arrange a fee payment extension. Lodge a request through askUTS as soon as possible. You'll need to provide supporting documentation.
- If you don't pay your tuition fees by the due date, your enrolment at UTS may be discontinued.

uts.edu.au/current-students/support

HOW DO I WITHDRAW FROM MY COURSE?

If you're thinking about discontinuing your studies at UTS, make sure you understand your options before making a final decision. Speak with our friendly advisors at UTS International, your UTS Student Centre or the UTS counselling service.

If you still want to withdraw, you can do this online. Once you've withdrawn entirely from your course and you're no longer enrolled, we will report this to the Department of Home Affairs and you may be required to leave Australia.

HOW CAN I REQUEST COPIES OF MY TRANSCRIPT?

Request additional copies of your academic transcript at your UTS Student Centre or online. Just complete the application form and allow a minimum of three working days for us to process your request. There is a fee of \$30 for three copies.

Your student visa

It's important that you're aware of your student visa requirements, and how they relate to studying at UTS and living in Australia. Stay on top of your visa requirements with these frequently asked questions.

WHAT ARE MY RIGHTS AS AN INTERNATIONAL STUDENT?

As an international student, you have certain rights and responsibilities, determined by the conditions of your student visa and by Australian government legislation.

uts.edu.au/future-students/international/essential-information/being-international-student-australia/your

For information about student visa conditions, visit homeaffairs.gov.au

CAN I TRANSFER TO ANOTHER INSTITUTION?

If you want to leave UTS to pursue your studies at another institution within your first six months of enrolment, you'll need to apply for a release letter.

***Please note:** We can't guarantee you will be given a release letter. Refer to our Release Protocol for more details – find this attached to your offer letter or on our website. To get a release letter from UTS, you'll need to first discuss your proposal with UTS International staff. Then, submit a course withdrawal request and a request for a release letter to UTS International. You'll also need to provide an offer letter from your new education provider.*

UTS is an approved participant in the Australian Government's Simplified Student Visa Framework (SSVF). We recruit students into our degree courses under the SSVF arrangements of the Department of Home Affairs. The SSVF is designed to make the process of applying for a student visa simpler for genuine students.

If you want to transfer courses, please note that under the SSVF you're expected to

Don't let your OSHC expire!

Remember, as a condition of your student visa, it's your responsibility to maintain valid OSHC throughout your stay in Australia.

maintain enrolment at the same or higher level of Australian Qualifications Framework (AQF) study. If you wish to transfer to a course that is at a lower AQF level, you'll need to apply for a new visa. For information on AQF, visit aqf.edu.au

You must seek your own immigration advice on the SSVF and any proposed course and/or provider transfers as this action may impact your visa, up to and including cancellation. You must take this important information into account if considering a course change or a possible move to another provider. UTS does not give visa or immigration advice.

Visit Department of Home Affairs website at homeaffairs.gov.au for more information on the SSVF, the limits on changing your course/provider and how to meet the conditions of your student visa.

WHAT DOES MY OVERSEAS STUDENT HEALTH COVER (OSHC) INCLUDE?

OSHC covers general medical appointments and emergency medical attention through the public health system. It does not include physiotherapy, optical or dental care, the cost of admission to a private hospital, or non-emergency ambulance service. Extra insurance is available to cover these possible additional expenses.

HOW DO I GET MY OSHC MEMBERSHIP CARD?

If you have arranged Medibank OSHC, you will need to activate your membership online after you arrive in Australia. More information on OSHC will be provided at Orientation. After you have arrived in Sydney and have a confirmed address, you can log in to the Medibank website to indicate where you would like your membership card to be posted.

HOW DO I RENEW MY OSHC?

To renew your Medibank OSHC in person, you will need your Medibank membership card, passport and a copy of your Confirmation of Enrolment (CoE) that confirms you are continuing your studies at UTS. You can also extend your OSHC membership online with your credit card.

CAN I WORK WHILE I STUDY?

If you're a coursework student and you have a student visa, you can work up to 40 hours a fortnight during the main teaching sessions and unlimited hours during session breaks. Just remember that you can't start working until you have started your UTS course.

Please note: *Unpaid internships also count towards your limit of 40 working hours per fortnight. This doesn't apply to internships that are a compulsory component of your course.*

If you are a research student and you have commenced your masters by research or doctorate course in Australia, you have unlimited work rights.

If you have any queries related to work rights, please contact UTS International. The Department of Home Affairs website also provides useful information on working homeaffairs.gov.au

IF I WORK, DO I HAVE TO PAY TAX?

For taxation purposes, international students are considered residents of Australia, so you will need to pay tax on money that you earn. You need to apply for a Tax File Number (TFN) to ensure you're taxed at the correct rate and the interest you earn on your bank savings is not taxed at the higher marginal rate.

If you're already in Australia, you can apply for a TFN online. You must have a valid passport or relevant travel documents. Your TFN will be emailed to you within a few weeks. When you receive it, you'll need to notify your employer and bank of your number.

ato.gov.au/individuals/tax-file-number

Useful websites

VISA APPLICATION

Department of Home Affairs:
homeaffairs.gov.au

HEALTH COVER

Department of Health:
health.gov.au

Medibank:
medibank.com.au

TAX

Australian Taxation Office:
ato.gov.au

FAQs

For Full-Award International Coursework Students

You are a full-award international coursework student if you are studying your full degree at UTS, and are paying full tuition fees.

Photo: Toby Burrows



HOW DO I ENROL IN MY COURSE?

You should have received a pre-departure email containing your UTS student number and directing you to Start at UTS start.uts.edu.au

Here you can register for a specific on-campus enrolment session or enrol online. This website will also guide you through the process of activating your UTS email account. If you attend an on-campus enrolment session, you will need to take your passport with you for identification.

You will also need to register for a session to obtain your UTS ID card. You must obtain your ID card before the enrolment deadline date and carry it with you at all times.

CAN I APPLY FOR ADVANCED STANDING OR RECOGNITION OF PRIOR LEARNING?

You can apply for exemptions for subjects you completed at another institution; however, they must be similar in content and depth to the subject at UTS. You'll need to submit an application for recognition of prior learning, together with certified copies of the subject outlines from your previous study to your UTS Student Centre as soon as possible. Your faculty will process your request.

uts.edu.au/current-students/managing-your-course

CAN I VARY MY COURSE DURATION OR STUDY LOAD?

Under the Education Services for Overseas Students (ESOS) legislative framework, you are expected to complete your course by the end date specified on your Confirmation of Enrolment (CoE). Your CoE end date is normally determined by the standard full-time duration of your course. For example, a UTS Bachelor of Business degree should be completed within three years. If you have been granted recognition of prior learning or advanced standing, your CoE duration may be shorter than the standard full-time duration.

To complete your course in the standard duration you normally need to be enrolled in 48 credit points over the academic year. It is also a visa requirement to study full-time. This is usually 24 credit points in either Autumn or Spring session, although certain courses have non-standard loads, e.g. 18 or 32 credit points.*

In certain limited circumstances you can study less than the full-time load; however, you must obtain prior permission from your faculty and UTS International to do so. You will then need to submit a reduced load form to your UTS Student Centre.

* Summer session is compulsory for students studying some courses. Check the UTS Handbook if you're unsure.

WHAT IF I NEED TO TAKE TIME OUT FROM MY STUDIES?

If you want to take temporary leave from your course you need to apply for a Leave of Absence (LoA). When applying for a LoA, remember:

- you can usually apply for up to four teaching sessions of LoA
- talk to a student advisor at UTS International before you apply for LoA
- if you take LoA, your CoE may be cancelled and you may have to reapply for a new student visa offshore
- you are usually required to depart Australia during your period of leave
- you must contact UTS International for a new CoE once you are ready to resume your studies at UTS
- you can make an application for leave of absence online: uts.edu.au/current-students/managing-your-course

CAN I BE EXCLUDED FROM MY COURSE?

All UTS students are subject to academic progress requirements. Failure to meet these requirements can result in exclusion from your course. UTS is obliged by law to report all excluded students to the government, which can lead to visa cancellation.

If you overstay your visa, you can be subject to a three-year exclusion from Australia. To help avoid this occurring it's extremely important that you are familiar with the academic progress requirements for your course and the relevant rules.

uts.edu.au/current-students/managing-your-course

Still got questions?

CONTACT OUR TEAM:

Tel: (+61 2) 9514 9914 or (+61 2) 9514 1796
or (+61 2) 9514 9239

Email: internationalstudent@uts.edu.au

Website: international.uts.edu.au

FAQs

For Full-Award International Research Students

You are an international research student if you are studying a PhD or Masters (Research) at UTS, and are paying full tuition fees or are on a scholarship.



Photo: Anna Zhu

HOW DO I ENROL IN MY COURSE?

Visit the Graduate Research School (GRS) in person to enrol in your PhD or Masters (Research). Bring your passport, Confirmation of Enrolment (CoE) and offer letter. GRS will enrol you in your nominated course and any coursework subjects on your initial study plan. You can visit the Student Centre in Building 10 after 24 hours to obtain your Student ID card; please state that you are a postgraduate research student on arrival.

GRS provides general support to all UTS research degree students and supervisors.

We can:

- assist with managing your candidature
- provide information on scholarships and funding
- help with personal development through research education programs and workshops
- provide support and administration during your degree

Once you are formally enrolled as a research student, you will have access to UTS's intranet, Staff Connect. This site provides information about scholarships and support grants, research development workshops, candidature management and general information.

FACULTY CONTACTS

Faculty-specific contacts can also assist you throughout your research candidature at UTS.

- Research Administrator (RA) – your first point of contact for any queries or problems related directly to your candidature in the faculty
- Supervision team – responsible for overseeing your research degree project throughout your candidature
- Responsible Academic Officer (RAO) – oversees all of the faculty’s research students

uts.edu.au/research-and-teaching/research-degrees/explore-uts-research-degrees/contact-us

HOW DO I FIND OUT ABOUT SCHOLARSHIPS AND SUPPORT GRANTS?

Each year a number of funding opportunities are made available to research students by organisations outside of UTS. Applications must be made directly to the scholarship fund.

You can also apply for academic conference scholarships such as the Vice-Chancellor’s Postgraduate Research Student Conference Fund, available twice per year.

uts.edu.au/research-and-teaching/research-degrees/fees-and-scholarships/scholarships

HOW CAN I DEVELOP MY SKILLS?

GRS offers a range of activities for research students and supervisors to develop their knowledge, skills and capabilities, including workshops, online resources and short courses provided by the e-Grad School of the Australian Technology Network of Universities.

Please log in to Staff Connect and check out this information after you’ve enrolled:
staff.uts.edu.au/topichub/Pages/Researching/Researching.aspx

Still got questions?

CONTACT OUR TEAM:

Tel: (+ 612) 9514 1336

Email: grs@uts.edu.au

Website: uts.edu.au/research-and-teaching/research-degrees

FAQs

For sponsored students

You are a sponsored student if you are studying your full degree at UTS, and your sponsor, government or employer has an agreement with UTS to pay your tuition fees directly to the university.

CAN I GET A TRAVEL CONCESSION?

If you are sponsored by the Australian Government (Australia Awards Scholarships and Endeavour Awards), you are eligible for concession fares on public trains, buses and ferries in NSW. UTS will arrange for you to get a Concession Opal Card. Ask at enrolment how you can apply for your Concession Opal Card online. Other sponsored students are not eligible for travel concession.

Make sure you carry your UTS student card that contains the travel concession with you at all times when using public transport. If you have a Concession Opal Card and do not have your student card, you may be fined. It's important that you don't order a Concession Opal Card until you have a UTS student card confirming your eligibility for travel concession.

WHAT ARE MY COURSE ENROLMENT REQUIREMENTS?

Correct enrolment and re-enrolments are your responsibility. You must enrol in a full-time load each teaching session unless you are in your final session or your sponsor and the Student Centre has given you written permission prior to reducing your study load.

WHAT HAPPENS IF I AM FAILING A SUBJECT?

All UTS students need to make satisfactory academic progress. If you fail or are likely to fail a subject, you should seek advice from your course or subject coordinator as soon as possible and notify the International Sponsored Students team.

CAN I VARY MY STUDY PROGRAM?

To change your course or major, or apply for a course suspension or extension, apply in writing to your sponsor and inform the International Sponsored Students team in writing. Please apply early as all variations require approval from your sponsor, which can often take more than a month.

Extension of award will only be considered under exceptional circumstances where an extension is the only way you would be able to complete your course. Students applying for extension need to demonstrate the potential to succeed. Please be advised that variation requests are only approved in special circumstances.

CAN I BRING MY SPOUSE OR CHILDREN TO AUSTRALIA?

You can bring your family with you during your stay in Australia, but make sure you consider the following:

- additional living costs, including rent, food, clothing, medical and other necessities
- cost of airfares for your family to and from Australia, and arranging their visas and health cover, including the cost of arranging any visa or health cover extensions
- employment possibilities for your spouse
- the effect on you and your studies if your family is not happy in Australia – your family's needs may considerably distract you from your studies

- whether your children will adjust to school in Australia
- the cost of schooling children – if you are bringing school-aged dependants to Australia, you will normally be required to pay full fees if they are enrolled in either a government or non-government school. There are other associated costs, such as administrative fees, excursion fees, uniform, sports and books. To find out about enrolling your children in school, visit the NSW Department of Education & Communities website.

deinternational.nsw.edu.au

WHAT ARE THE CONDITIONS FOR FAMILY ENTRY?

Visits for six months or less – a visitor visa is appropriate for a family member who has met all requirements set by the Department of Home Affairs. Overseas Student Health Cover (OSHC) does not cover family members in Australia on a visitor visa.

Australia Awards Scholarship students note: a visitor visa cannot be changed to an Australia Awards Scholarship student's dependant visa after arrival in Australia.

Visits longer than six months – student dependant visas are issued to family members who stay for more than six months. The admission of spouse and children for more than six months is subject to the following Australia Awards Scholarship conditions:

- the student must have an award for one academic year (approximately 10 months) or more AND there must be at least six months of the award remaining
- where the spouse will not be available to care for the children, suitable childcare arrangements must be made such as day care, and for school-aged children, care after hours, on weekends and school holidays and at times of illness.

You can find information for temporary visa holders who wish to enrol their children in government schools in NSW at: **deinternational.nsw.edu.au/study/schools/temporary-residents**

The Department of Home Affairs also has conditions that must be met in your home country before an Australia Awards Scholarship student dependant's visa is issued:

- proof of the relationship to the student i.e. marriage certificate or birth certificates
- Australia Awards approval for issuing of the visa
- completion of personal health clearances
- completion of character reference checks
- evidence of sufficient funds to cover the costs of your family travelling to and living in Australia while you study
- evidence that you have arranged OSHC cover for your family members

It is important that your family does not leave home until all the entry requirements are met and a visa has been issued.

Please note: Siblings or parents of sponsored students are not eligible for dependant visas under the Department of Home Affairs rules.

Still got questions?

CONTACT OUR TEAM:

Tel: (+ 61 2) 9514 1767

Email: sponsored.student@uts.edu.au

FAQs

For study abroad and exchange students

You are a study abroad student if you are studying for one or two sessions at UTS, your studies are being credited to your home university and you are paying tuition fees to UTS.

You are an exchange student if you are studying for one or two sessions at UTS, your studies are being credited to your home university and you are paying tuition fees to your home university, not UTS.

DO I NEED TO ATTEND AN ENROLMENT SESSION?

As a study abroad or exchange student, you should already have enrolled online; therefore you do not need to attend an on-campus enrolment session in person.

AM I ENROLLED CORRECTLY?

You will receive access to enrol yourself in subjects before you arrive at UTS. You should have received a pre-arrival email from the study abroad and exchange team directing you to our study abroad pre-arrival webpage, which provides information about web enrolment. If you are not enrolled correctly, click on the link below and follow the steps in the link 'Before you arrive at UTS' section, or contact the study abroad and exchange team. studyabroad-exchange.uts.edu.au

Photo: Toby Burrows



CAN I ENROL IN BOTH UNDERGRADUATE AND POSTGRADUATE SUBJECTS?

As a postgraduate student, with faculty permission, you may enrol in some undergraduate subjects. Check with your home university first to see if the subject(s) you want to undertake are suitable. Undergraduate students may not enrol in postgraduate subjects.

WHAT IS THE GRADING SYSTEM AT UTS?

There is a range of different marking schemes at UTS depending on what subjects you enrol in. These include:

- grade (ranging between fail and high distinction) and a percentage mark
- grade only (no percentage mark)
- pass/fail with no grade or percentage mark

The marking scheme for your subjects can be found in the individual subject outline that you receive at the start of each teaching session. If you are in doubt, check with your subject lecturer.

uts.edu.au/current-students/managing-your-course

CAN I GET A TRAVEL CONCESSION?

As a study abroad and exchange student, you are not entitled to travel concessions on public transport in New South Wales. You may still be entitled to a student concession at cinemas and theatres or other entertainment activities. You usually just need to show your UTS student card to obtain a discount.

WHEN DO I NEED TO PAY MY TUITION FEES? (STUDY ABROAD ONLY)

You will need to settle all outstanding fees before classes commence. You can request your tax invoice through MyStudentAdmin and the fees office will send you a reminder of remaining outstanding fees at the census date. Note that changes to your enrolment and the total credit point value will change the amount of tuition fees you owe. Please contact the UTS International Study Abroad and Exchange team if you need further information.

HOW DO I GET MY RESULTS AND TRANSCRIPT?

Your official results will be released on My Student Admin: onestopadmin.uts.edu.au

You will be able to print an unofficial copy of your assessment results from here.

Two copies of the official academic transcript will be sent to your home country address (study abroad) or home university (exchange) unless your university has elected to receive a digital copy. If this is the case, you will need to log in to myequals and share your transcript as a link with them.

Study abroad students should check their home address is correct on My Student Admin. You can also request additional copies via uts.edu.au/current-students/managing-your-course

There is a charge for additional copies.

DO I NEED A UTS STUDENT CARD?

All enrolled students must have a current UTS student identity card, which will be issued during Orientation. Your student identity card:

- must be carried at all times while on university premises
- may be required to be produced on demand by an employee of the university
- must be presented when borrowing books from the UTS Library, accessing the computer labs and to gain entry to examination rooms.

Still got questions?

CONTACT OUR TEAM:

Tel: (+ 61 2) 9514 7915

Email: studyabroad.exchange@uts.edu.au

Website: studyabroad-exchange.uts.edu.au

Emergency contact information

ON CAMPUS

Security – dial **6** from a campus phone or **1800 249 559**

General UTS Security Enquiries

– security patrols our campus at all times. Dial **(+61 2) 9514 1192** if you need general assistance.

A regular security shuttle bus service for students and staff operates between our campus and our residences 7 nights a week from February to December.

We also operate an after-hours security escort service for all staff and students to a UTS Building or a UTS residence and Central Railway Station. Contact the UTS Security Control Room on **(+61 2) 9514 1192**, 7 nights a week.

Report accidents, incidents and hazards by calling **1800 249 559** (security) or report to a staff member
safetyandwellbeing.uts.edu.au

OFF CAMPUS

Dial 000 for Police / Ambulance / Fire Brigade
uts.edu.au/current-students/contacts/emergency-contacts

Community Mental Health Team

1800 636 825 – free call for your nearest team

24 hour telephone counselling

Lifeline 13 11 14

Beyond Blue 1300 22 4636

FOR MORE INFORMATION, VISIT THE SAFE@UTS WEBSITE:
uts.edu.au/about/maps-and-facilities/safety-and-security



Photo: Anna Zhu

Enjoy your time at UTS and in Sydney!



Photo: Florian Groehn

Contact UTS

UTS INTERNATIONAL

Tel: (+61 2) 9514 1796 or (+61 2) 9514 9914

Email: internationalstudent@uts.edu.au

Email: sponsored.student@uts.edu.au

Email: studyabroad.exchange@uts.edu.au

Website: international.uts.edu.au

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