Welcome
The University of Sydney

The University of Sydney is a world-class institution with a global outlook.

Our scholars and students share a passionate commitment to the transformative power of education.

Our research makes a real difference to our understanding of today’s world and how we work and live in it, and we enrich our community by bringing together people from all social and cultural backgrounds.

Teaching and research
Located close to the heart of Australia’s largest and most international city, our main campus has been transformed by the recent completion of new state-of-the-art teaching, research and student support facilities.

Utilising these facilities, our researchers make cutting-edge breakthroughs, reaching across disciplinary barriers to find unique solutions that improve and transform our lives. Studying alongside these top researchers, and in some cases contributing to their research, our students are exposed to excellence and challenged to succeed as leaders in whatever field they choose.

Student involvement and alumni engagement
Our students are intimately involved in University life, from participating in social clubs to contributing their voice to University decision making.

This involvement generates a unique on-campus buzz that sets us apart from our Australian peers.

Our alumni include Prime Ministers, Nobel laureates, Oscar winners, business leaders, medical pioneers, artists, intellectuals and activists. They have all benefited from the University’s determination to develop curious minds that are prepared to embrace challenges, reveal new perspectives and propose innovative solutions.

Community contribution
We reach beyond our campuses to improve the lives of those who never enter our classrooms or laboratories. Our award-winning researchers are leaders in addressing issues that affect everyone, from public health to environmental sustainability. We further contribute to Australia’s community life through championship-winning sporting teams and leading art and music performances.
Each year, CET welcomes around 3500 students to develop and prepare their English language proficiency for undergraduate, postgraduate and research programs, or career and migration pathways.

CET offers a comprehensive range of English language courses to help you achieve your academic or professional objectives.

The University of Sydney CET provides high-quality English language programs and services such as:
- University pathway programs
- Professional pathway programs
- Graduate programs
- 1:1 Coaching
- Customised programs
- Corporate Training
- CET Test Centre
- Online courses

All of our courses are taught by highly-qualified teachers who have extensive experience teaching English at universities both in Australia and internationally. They provide a friendly and caring learning environment that makes studying English in Sydney an enjoyable and stimulating educational experience.

CET is also a test venue for most major English language tests. When you have completed your English course we can book a test to meet your needs.

CET is centrally located on the main campus of the University of Sydney, and all classrooms are equipped with state-of-the-art audio-visual technology. Our students have access to the University’s wide range of student support services and facilities providing a rich international student experience from pre-arrival to post-graduation.

Find out more
- sydney.edu.au/cet
Discover
Our mission

Our mission is to connect the best and brightest global citizens to the University of Sydney; to empower our students and teachers through innovative pedagogies and to transform people’s lives through education.

We do this by:
- offering innovative high-quality English language programs
- maintaining excellence in teaching
- regularly reviewing and evaluating our programs for relevance and quality, and
- ensuring your progress and welfare in a supportive environment.

At CET we value the following:
- successful students
- our people
- research and knowledge
- society and leadership
- gender and equity
- our campus
- community engagement.

Discover
Our people, learning from industry leaders

The University of Sydney is ranked 9th in the world in the field of education for good reason. Our program leaders, curriculum designers and teaching professionals are innovators in the field of English language teaching practice and research in Australia.

CET provides rigorous and ongoing compulsory professional development for all our teaching and professional staff to maintain cutting edge innovative methodologies. Our teachers are highly qualified above and beyond the stringent standards of the National English Accreditation Scheme NEAS.

CET works in close collaboration with the Faculty of Education and Social Work to develop and deliver TESOL teacher training programs at undergraduate and postgraduate level and we work in synergy with all University of Sydney faculties to prepare our students to achieve success in their academic studies.

Our academic staff present regularly on their leading research globally at industry conferences in Australia, North America, Europe, Asia and Latin America.

Please follow us on LinkedIn (University of Sydney Centre for English Teaching) or visit our events page to learn more:
- sydney.edu.au/cet/news
Study
CET online

CET is committed to providing you with innovative blended and online courses that give you the opportunity to extend your learning beyond the classroom.

CET Massive Open Online Course – MOOCs
- CET’s Specialisation Academic Skills for University Success is a series of five MOOCs designed to help you develop the high-level academic skills needed to excel in a competitive university environment.
- Work with your peers in an online learning community to hone your skills in information and digital literacy, problem-solving, critical thinking, and communication.
- Apply these skills and knowledge to complex, real-world problems in your field of interest and/or future study.
- Prepare for university by developing an understanding of academic culture and the expectations of studying in an English-speaking tertiary environment.
- sydney.edu.au/cet/moocs

CET Game
- Use your English and join our University Heroes on their adventures!
- The CET App allows you to test your level of English, and helps you decide what preparation courses to study before starting your degree.

Download the CET App from:
- sydneyuniversityheroes.com

“It’s only those who are persistent and willing to study things deeply who achieve master work.”

Paulo Coelho (1947-)
lryicist and novelist
Study
University Pathways

Study with classmates entering related University disciplines and learn the general skills necessary for success at the University. The course includes participating in tutorials and seminars, writing essays, conducting research and preparing research reports.

University Direct Entry Course

Key benefits
Learn English with classmates who intend to enter University courses similar to yours, and do projects based on topics related to your chosen course. You will also be introduced to your faculty or school.

Entry requirements
To be accepted into DEC you need a Conditional Offer of Admission to the University of Sydney and an IELTS result or equivalent. The University accepts IELTS, PTE, CAE and TOEFL as recognition for English language entry requirements.

Choosing the right Direct Entry Course

For students with IELTS test results
First, answer the following three questions:
- What is your IELTS score now (your current IELTS)?
- What University course do you want to study?
- What is the IELTS score required for that University course (your target IELTS)?

Then, using the table and the Additional conditions below, choose the Direct Entry Course (DEC) that matches your English language proficiency and your chosen University course.

For students with other test results
If you have a test result other than IELTS, check the test concordance table on our website:
- sydney.edu.au/cet/dec

Then, answer the following three questions:
- What is your current equivalent IELTS score (your current IELTS)?
- What University course do you want to study?
- What is the IELTS score required for that course (your target IELTS)?

Finally, using the table and the Additional conditions below, choose the Direct Entry Course (DEC) that matches your English language proficiency and your chosen University course.

<table>
<thead>
<tr>
<th>CURRENT IELTS</th>
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Additional conditions

DEC 36
- For students requiring 6.5 overall, no more than 1.5 bands below degree entry requirement in any skill.
- For students requiring 7 or more overall, no more than 1 band below degree entry requirement in any skill but a minimum of 5.5 in reading and listening.

DEC 25
- No more than 1.5 bands below degree entry requirement in any skill.
- For students requiring 7 or more in every skill, no more than 1 band below degree entry requirement in any skill.

DEC 15
- No more than 1 band below degree entry requirement in any skill.

DEC 10
- Degree entry requirements already achieved for each skill.

DEC 5
- No more than 0.5 bands below degree entry requirement in one skill only.

* The University accepts IELTS, PTE, CAE and TOEFL for recognition of English language entry requirements. IELTS (or equivalent) entry requirements for DEC courses are subject to change without notice.
Business English

Looking to improve your ability to communicate in English in a range of business and workplace situations? The Business English (BE) course may be right for you.

The Centre for English Teaching (CET) offers this industry-leading program for higher intermediate to advanced English speakers already experienced in the business world, or who are aspiring to an international business career.

Key benefits
You will have the opportunity to:
− explore specific English terminology, skills and concepts related to business practice
− receive feedback on your ability to demonstrate competency in English in a range of professional development modules including Presentations, Meetings, Networking, Problem Solving, Time Management, Project Management, Leadership, Negotiating, Managing Up, Conflict Management and Business Writing
− visit industry workplaces
− complete projects (including research, presentations and reports)
− experience University life
− prepare for the Business Language Testing Service (BULATS) test.

Entry requirements
To be eligible for this course, you need a minimum level of IELTS 6.0 or equivalent. We will place you in a class according to your IELTS score or equivalent, or your score on the CET placement test. If you are not yet at this level, you can start in General English (GE) or Intensive Test Preparation (ITP).

Entry requirements
There are no entry requirements. We will place you in a class according to your score on the CET placement test or your IELTS score or equivalent.

Duration
You will attend classes for 20 hours a week. You will also be expected to do additional work at home.

GE is run for two 17 week periods per year. The minimum course length is two weeks.

Find out more
− sydney.edu.au/cet/business-english

“After working more than five years as a news editor in Mexico I can say that language and information matter. In my profession, language is the fundamental tool to write stories and communicate about Global Affairs. Therefore I need accurate English and a deep understanding of grammatical structures. CET has given me all the tools to help me achieve my goals.”

Evelyn Herrera Aviña
General and Business English
SBS Journalist Contributor
Home country: Mexico

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Evelyn Herrera Aviña
General and Business English
SBS Journalist Contributor
Home country: Mexico
Intensive Test Preparation

Intensive Test Preparation (ITP) is an intensive preparation course for students who wish to undertake English language testing through IELTS, TOEFL iBT or PTE. It is also suitable for students who wish to qualify for entry into Direct Entry Courses (DEC).

Key benefits
Learn exam-taking strategies, gain extensive exam practice using past papers, and develop your speaking, listening, reading and writing skills.

You will receive:
- expert tuition
- familiarisation with test content
- support in areas of difficulty
- specific test-taking tips and skills
- feedback on practice tests and mock exams covering your listening, speaking, reading and writing skills.

Entry requirements
You need a minimum level of IELTS 4.0 or equivalent. We will place you in a class according to your IELTS score or equivalent or your score on the CET Placement Test.

Duration
You will need to attend classes for 20 hours a week. You will also be expected to do additional work after class.

The course is usually studied in 11-week blocks. There are nine intakes per year but you can join an ongoing course on any Monday. The course length is dependent on your current English level, your progress within the course and the English level you wish to achieve. The minimum course length is two weeks.

Other CET courses
You can transfer from this course to other CET courses.

Find out more
- sydney.edu.au/cet/itp

Occupational English Test Preparation

The Occupational English Test (OET) assesses the English language skills of healthcare professionals in 12 professions (Nursing, Medicine, Dentistry, Dietetics, Occupational Therapy, Optometry, Pharmacy, Physiotherapy, Podiatry, Radiography, Speech Pathology and Veterinary Science) who want to register and prepare for the OET test. It is designed to help students and overseas-trained healthcare professionals prepare for the OET.

The OET Test Preparation course is designed to help students and overseas-trained healthcare professionals prepare for the OET.

The OET is recognised and trusted by regulatory healthcare bodies and councils in Australia, New Zealand and Singapore. It is also recognised by the Australian Department of Immigration and Border Protection for work and student visas.

Entry requirements
You need a minimum level of IELTS 6.5 or equivalent. We will place you in a class according to your IELTS score or equivalent or your score on the CET placement test.

Duration
You will attend classes for 4 hours a week for 10 weeks. You will also be expected to do additional work after class.

The course has been scheduled in the evening, during University of Sydney semesters, so that current students can attend. The course is also suitable for healthcare professionals who would like to attend the course after work.

Please note, the OET Test Preparation course is not CRICOS registered and is not available for student visa applications.

Other CET courses
You may combine the OET Test Preparation course with other CET courses.

For test dates
- sydney.edu.au/cet/
test-centre/oet-test-centre

Find out more
- sydney.edu.au/cet/oet

"The program has provided me with all the relevant information and necessary skills to succeed in an OET test. I was able to learn a range of verbal and written expressions that can readily be applied to real clinical settings.

All the teaching staff were highly dedicated and experienced and were able to provide the class with the best learning experience."  

Hannah Jeoung  
OET Preparation  
Bachelor of Nursing  
Home country: Australia

"Only after five weeks studying at CET, I made a real improvement in my academic and general English skills. I achieved the required score in the IELTS test and was admitted to the University of Sydney."

Vanessa Rayo Calvache  
General English  
Bachelor of Commerce  
Home country: Venezuela
Cambridge Test Preparation

Improve your English language skills for work and further study with our Cambridge Test Preparation (CTP) courses.

These are intensive preparation courses for students who wish to undertake the Cambridge English: First (FCE) and Cambridge English: Advanced (CAE) exams.

Key benefits
Learn exam-taking strategies, gain extensive exam practice using course books and past papers, and develop your speaking, listening, reading and writing skills.

You will receive:
- expert tuition
- familiarisation with test content (FCE or CAE)
- support in areas of difficulty
- specific test-taking tips and skills
- feedback on practice tests and mock exams covering your listening, speaking, reading and writing skills.

Entry requirements
There are two CTP courses. You need IELTS 5.5 or equivalent for CTP First or IELTS 6.5 or equivalent for CTP Advanced. If you don’t know your English level, please contact us and we will send you a CET Placement Test.

Duration
You will need to attend classes for 20 hours a week. You will also be expected to do additional work after class. Each Cambridge course is 11 weeks.

Other CET courses
You may combine our CTP courses with other CET courses.

For test dates
- sydney.edu.au/cet/test-centre/cambridge-english-test-centre

Find out more
- sydney.edu.au/cet/cambridge-english

Henry David Thoreau (1817–1862)
American author, poet, philosopher, abolitionist, naturalist, development critic, surveyor, historian

“Go confidently in the direction of your dreams. Live the life you have imagined.”
Study
Graduate Programs

The University of Sydney experience is one that builds on your aspirations and provides you with opportunities to develop new ways of thinking: as a global citizen, inquiring scholar, and as an individual with a lifelong passion and flair for learning. It is these attributes which allow you to excel in the world of work and contribute as a leader and agent of social good in our society.

Graduate Programs at the Centre for English Teaching help you to begin to develop and refine these graduate attributes and help you achieve your potential as a global citizen.

University of Sydney Graduate Attributes

Research and Inquiry
- Create new knowledge and understanding through the process of research and inquiry.
- Identify, define and analyse problems and identify or create processes to solve them.
- Exercise critical judgement and critical thinking in creating new understanding.
- Be a creative and imaginative thinker.

Information Literacy
- Use information effectively in a range of contexts.
- Locate needed information efficiently and effectively.
- Use information in critical thinking and problem solving contexts to construct knowledge.

Personal and Intellectual Autonomy
- Work independently and sustainably, in a way that is informed by openness, curiosity and a desire to meet new challenges.
- Respond effectively to unfamiliar problems in unfamiliar contexts.
- Have a personal vision and goals and be able to work towards these in a sustainable way.

Ethical, Social and Professional Understanding
- Strive for truth, honesty, integrity, open-mindedness, fairness and generosity.
- Understand and accept social, cultural, global and environmental responsibilities.
- Have an appreciation of and respect for diversity.

Communication
- Use and value communication as a tool for negotiating and creating new understanding, interacting with others, and furthering your own learning.
- Use oral, written, and visual communication to further your own learning.
- Make effective use of oral, written and visual means to critique, negotiate, create and communicate understanding.

Graduate Academic Skills (GAS)

Develop the academic skills required to enable you to participate fully in academic life at any university!

Graduate Academic Skills (GAS) is a high-level academic English course designed to prepare you for academic success and assist you with the transition to university study in Australia.

Key benefits
The GAS course helps you to hone your academic skills.

Throughout the course, academic skills workshops will provide input into the key areas that will assist you to excel at university.

These include: critical thinking skills, research skills, group work strategies, presentation skills, and participation in academic tutorials.

All workshops and tasks are designed to provide you with the opportunity to apply and transfer knowledge to the university context.

Duration
You will need to attend classes for 20 hours a week. You will also be expected to do additional work at home.

GAS is a five week course. There are two intakes per year.

Entry requirements
To be eligible for this course, you need an undergraduate or postgraduate offer from an Australian university and a minimum IELTS score of 6.5 or equivalent.

Not at this level? You can extend your program and start with our Intensive Test Preparation course (ITP).

Find out more
- sydney.edu.au/cet/gas

Find out more
- sydney.edu.au/education-portfolio/qa/graduateAttributes
Advanced Skills for Academic Success (ASAS)

Advanced Skills for Academic Success (ASAS) is a high-level academic skills course suitable for high-potential students intending to study at an Australian university.

Key benefits
ASAS will provide you with an orientation to the learning styles of Australian tertiary institutions. Throughout the program, you will participate in a series of lectures and practical skills workshops. These are designed to develop the competencies that underpin study at university across all fields of study.

The lectures and workshops cover areas such as: research skills, critical thinking, creativity and innovation, ethics and global communication.

Entry requirements
To be eligible for this course, you need an undergraduate or postgraduate offer from an Australian university and a minimum IELTS score of 6.5 or equivalent.

Not at this level? You can extend your program and start with our Intensive Test Preparation course (ITP).

Duration
You will need to attend classes for 20 hours a week. You will also be expected to do additional work at home.

ASAS is a four week course. There are two ASAS intakes per year. The end of course dates align with The University of Sydney's Orientation week activities for Semesters 1 and Semester 2 each year.

Find out more
− sydney.edu.au/cet/asas

1:1 Coaching
1:1 Coaching is a personalised program designed to enhance your performance in English language.

Learn one-to-one with highly-qualified and experienced ESL teachers. Through an initial, targeted needs analysis and consultation, we will assess your individual requirements and develop a training program aimed at helping you meet your professional and academic goals.

Key benefits
Your teacher will devise a personal plan based on your needs. On completion of the plan, you will have developed language and study skills to help you achieve your professional and academic goals.

Entry requirements
You can be at any level of English language skill to take 1:1 Coaching.

Our Intensive Test Preparation (ITP) course is also available for students who wish to improve their English test results.

This program is not available for student visa applicants.

Location
Lessons are held at the Centre for English Teaching, Level 5 Wentworth Building (G01) or nearby classrooms on campus.

Fees
A typical 1:1 Coaching program consists of a block of either five or 10 lessons with needs analysis, customised learning plan and detailed post-course report.

The cost is $725 for five lessons and $1400 for 10 lessons.

In order to ensure an optimal outcome from the coaching process, it is recommended that the 5-hour package be completed in a maximum of five weeks and the 10-hour package in a maximum of 10 weeks.

Find out more
− sydney.edu.au/cet/coaching

Teaching English Internationally
Teaching English Internationally will provide you with the foundations of successful teaching of English as a second or foreign language.

The field of Teaching English as a Second or Foreign Language (TESL/TEFL) is continuously growing and developing globally. Enrolments are steadily increasing in English language institutions in Australia and overseas and the provision of English language education continues to expand in Asia, the Middle East and Latin America from early childhood to tertiary level with increasing government support.

The goal of this course is to provide you with the foundations of successful teaching of English as a second or foreign language. The course will encourage you to make decisions about appropriate approaches to teaching language and classroom strategies, develop your knowledge of the grammar of English, give insight into current debates within the field, and suggest directions for future thinking and planning.

Key benefits
Teaching English Internationally introduces key concepts in the field of teaching English and covers topics such as innovative teaching approaches, integrated skills teaching and classroom strategies, approaches to integrated skills teaching and lesson planning, and then builds on these concepts and integrates additional practical teaching into the course.

Entry requirements
To be eligible, you need a minimum IELTS of 6.5 or equivalent.

Not at this level? You can combine your course and start earlier with Intensive Test Preparation (ITP).

Please note Teaching English Internationally is not available as a stand-alone program. Teaching English Internationally is not CRICOS registered and not available for student visa applicants.

Find out more
− sydney.edu.au/cet/tei

Teaching English for Academic Purposes
Teaching English for Academic Purposes will expand your knowledge of teaching English into the field of Teaching English for Academic Purposes (EAP).

The course aims to develop your understanding of teaching EAP in tertiary preparation courses, academic language support programs, or teaching other subject areas in English where some or all students are non-native speakers of English.

Key benefits
This course provides you with the theory and practice of teaching academic English, using an interactive, workshop-based approach.

Throughout the course you will:
− develop an understanding of the EAP context
− build on existing TESOL knowledge and skills to inform the development of EAP specific skills
− apply methodologies that facilitate the effective teaching of writing, reading, listening and speaking skills for an academic context
− employ technology-enhanced teaching techniques appropriate to the academic context
− engage in reflective and critical practice in order to develop professionally.

Entry requirements
To be eligible, you need a minimum IELTS of 6.5 or equivalent.

Not at this level? You can combine your course and start earlier with Intensive Test Preparation (ITP).

Please note Teaching English for Academic Purposes is not available as a stand-alone program. Teaching English for Academic Purposes is not CRICOS registered and not available for student visa applicants.

Find out more
− sydney.edu.au/cet/heap
Customised Programs are tailored group courses developed especially for our partner universities, organisations, government and corporate clients to meet their specific academic, professional and cultural goals.

These programs are designed to foster cross-cultural awareness and internationalisation through excellence in research, teaching and learning.

**Customised Programs**

**Specialised English Language Programs for Groups**

Looking for a short-term program to improve your communication and business skills in English? Our specialised English language programs cater to your individual needs. You can choose between two options: fully customised programs and hybrid programs.

**Key benefits**

At the Centre for English Teaching (CET), you will have the opportunity to:

− enjoy high quality programs trusted for more than 30 years to support you in achieving your professional and personal goals
− learn from highly skilled and qualified teachers with an average of 10 years teaching experience
− attend small classes with a maximum of 18 students
− socialise with student ambassadors - University of Sydney students who organise exciting cultural and leisure activities especially for you
− experience campus life like a local student by attending classes located on campus and having access to the University library and computer labs
− attend lectures by the University’s highly-experienced lecturers
− participate in site visits at different businesses in Sydney.

**Fully Customised Programs**

In a fully customised program, we design program content based specifically on your needs. Your class will comprise only your group members and you can choose a morning program and add afternoon sessions. Your instructors are CET specialists and University lecturers.

**Hybrid Programs**

In a hybrid program, you will be integrated into one of our existing programs. You will attend classes with other international students from around the world. You have the option to add customised afternoon sessions to your program in which you can receive tailored tuition based on your needs.

**Entry requirements**

These courses are not available for student visa applications.

**Recent examples of Specialised English Language Programs**

- **Business English Communication and Leadership in Australia**
  Business communication and leadership seminars combined with postgraduate lectures and industry engagement.

- **Women in Leadership**
  An intensive program on leadership principles, assertive communication for women and career goal setting.

- **English for Health Sciences**
  A cutting-edge program on communication strategies for medical professionals.

- **English for Maths and Science**
  An innovative program teaching English through mathematics and physics. Participants attend science lectures as well as customised workshops.

**Duration**

Course dates and durations are flexible and can be arranged to suit your needs. A program might be from two weeks to one year.

**Fees**

The fee will depend on the components of the program. Please contact us with your proposal and we will be happy to provide a customised quote.

Find out more:

- sydney.edu.au/cet/specialised-group-programs

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**Study**

**Customised Programs**

The University of Sydney

Centre for English Teaching

sydney.edu.au/cet
Professional Development for Professional Staff

Are you a professional looking to improve your ability to function in a global marketplace? Our professional development program will give you the skills to succeed.

Key Benefits
At the Centre for English Teaching (CET), you will have the opportunity to:
- enjoy high quality programs trusted for more than 30 years to support you in achieving your professional and personal goals
- learn from highly skilled and qualified trainers with an average of 10 years training experience in the global corporate environment
- network with other professionals and become part of a vibrant alumni community
- attend lectures by highly experienced University lecturers.

Career development for professional staff
This program is for professional staff members at higher education institutions required to work in English. The program consists of morning and afternoon sessions. Morning sessions are focused on English for business communication. Afternoon optional sessions include:
- overview of University of Sydney recruitment and admissions processes
- overview of University of Sydney alumni relations management
- overview of CET’s marketing and international relations management
- overview of CET’s education services and admissions
- participation in CET meetings
- one-to-one mentoring from CET managers
- research project with final presentation in front of CET leadership panel.

Global Competency
This is a half-day program designed to develop the intercultural communication skills required in an ever-changing global marketplace.

Presentation Skills to Wow
This is a two-day intensive program designed to improve your self-confidence and your ability to deliver engaging presentations.

Find out more:
- sydney.edu.au/cet/pdps

Professional Development for Academics

Are you a higher education academic considering teaching your subject area in English? Our Instruction in English Program offers you the opportunity to develop your core subject knowledge in English and experiment with innovative instruction techniques.

Key benefits
In this interactive program you will have the opportunity to:
- develop core English competency
- discuss current pedagogical trends
- experience technology-enhanced tuition
- practice proven classroom management and audience engagement techniques
- create effective handouts
- discuss curriculum development principles
- deliver engaging lectures.

Find out more:
- sydney.edu.au/cet/pda

Precision Questioning and Answering (PQ&A) Training

Today’s economy rewards organisations, leaders and individuals who know how to quickly access, and communicate, their best thinking.

Did you know that you can dramatically advance your analytic capability and learn to think more powerfully in collaboration with others?

If you didn’t, you are not tapping anywhere close to your or your organisation’s full potential.

Join us for a one-of-a-kind learning experience that will transform how you and your team collaborate, analyse issues, and solve business problems.

Key benefits
Tested for more than two decades in some of the world’s most respected businesses and universities, PQ&A Training teaches you how to bring the best of your analytic and social-emotional intelligence to the business problems your organisation is tackling.

During this one-day workshop you will learn PQ&A, the most comprehensive analytic questioning framework available. You will also learn to apply the Seven Categories of Questions and Four Practices of Precision Q&A to dramatically improve your ability to:
- increase meeting efficiency
- deliver crisp, clear, concise answers that build credibility and influence
- rigorously test your thinking in preparation for important presentations or project reviews
- think more strategically during decision making
- assess the credibility of data and other sources of information
- accelerate your learning
- unlock your finest work.

You’ll work on real business issues throughout the workshop, and return to work the next day having advanced both your skills and your thinking about an important project.

Entry requirements
To be eligible, you need a minimum IELTS of 6.5 or equivalent.

Not at this level? You can combine your course and start earlier with Intensive Test Preparation (ITP).

Training information
PQ&A is a one day training course completed in 8 hours.

Notes:
- This course is not available for student visa applications.
- This unit is run in conjunction with Vervago.

Find out more:
- sydney.edu.au/cet/pqa
Services
Education Services

As a CET student we ensure you are welcomed into the University of Sydney Community prior to arrival, and stay connected and engaged for life.
Services
Test Centre

At CET we assist you in choosing, preparing for and taking the best test of English language to achieve your needs and objectives.

CET Test Centre

We can either conduct the test or refer you to the appropriate test centre in Sydney. We offer support and consultation for IELTS, TOEFL iBT, PTE, FCE, CAE, BULATS and OET.

Our preparation programs introduce you to exam-taking strategies, provide extensive exam practice using course books and past papers, and provide opportunities for you to develop your speaking, listening, reading and writing skills.

Which English test should I take?

When you come to CET, we will meet with you to find out your goals and determine how to achieve them. We will then tailor a test preparation program for you. This service includes:

- help in deciding which test will best meet your needs
- recommendation of a suitable preparation program
- recommendation of a suitable length of study time
- help with test enrolment.

Why should I take an English test?

English language tests can be used for a range of reasons. Your test results can be used to:

- obtain valid proof of your English language level
- meet the English language requirements to study at university, TAFE or vocational college
- meet the English language requirements to study Direct Entry Courses
- provide evidence of English language ability to get a job
- meet immigration requirements.

Curriculum based tests

FCE Cambridge First

An upper-intermediate level qualification providing use of every day written and spoken English for work or study purposes. FCE is made up of four papers developed to test English skills in either the paper based or computer based format. The Speaking test is taken face-to-face, with two candidates and two examiners.

Recognition: Cambridge English exams are accepted by over 15,000 universities, employers and governments around the world.

CAE Cambridge Advanced

An advanced level qualification providing use of every day written and spoken English for work or study purposes. The exam is divided into four papers: Reading and Use of English, Writing, Listening and Speaking. The Speaking test is taken face-to-face, with two candidates and two examiners.

Recognition: More than 4,000 educational institutions, businesses and government departments around the world accept CAE as proof of high-level achievement.

Industry specific tests

BULATS Business Language Testing Service

Used internationally for business and industry recruitment, training, and for admission to study business-related courses. All tasks and topics are set in real-life business contexts, and the computer selects and presents each question on the basis of the previous answer.

Recognition: The BULATS test is one of the most recognised workplace English tests in the world and is accepted globally by employers, educational institutions and government departments.

OET Occupational Test of English

OET is an international English language test that assesses the language and practice in an English-speaking environment. The paper-based test is a thorough assessment of all areas of language ability.

Recognition: OET is recognised by more than 30 regulatory healthcare bodies and councils throughout Oceania and by The Australian Department of Immigration and Border Protection.

English language tests

IELTS International English Language Testing System

IELTS assesses the English language proficiency of people who want to study or work where English is used as the language of communication. Candidates can choose to take either the Academic or General Training version, both assessing the four language skills. The Speaking test is done with an examiner and is given within one week of the other three tests.

Recognition: IELTS has a global recognition of more than 8,000 institutions, government agencies, and other professional associations; in over 135 countries and more than 6,000 educational institutions around the world.

TOEFL Test of English as a Foreign Language

The TOEFL iBT test measures the ability to use and understand English at the university level. The online test evaluates how well listening, reading, speaking and writing skills are combined to perform academic tasks.

Recognition: TOEFL iBT is recognised by more than 9,000 colleges, universities and agencies in more than 130 countries.

PTE Academic Pearson Test of English Academic

PTE Academic measures English ability by testing the level of English through tasks which reflect real-life settings. There are 20 different types of tasks with some tasks integrating skills such as reading and speaking.

Recognition: PTE Academic is internationally recognised by government agencies, and is accepted for admissions for thousands of programs at top universities. There is now 100% recognition from universities in Australia.

Find out more

- sydney.edu.au/cet/test-centre
Important information
General information A-Z

Please read the information on our website at sydney.edu.au/cet/future-students

Accommodation
There are various accommodation options for CET students including homestay and renting or sharing an apartment.
- sydney.edu.au/cet/future-students/accommodation
- Australian Homestay Network
  - homestaynetwork.org

Airport transfers
Our accommodation providers can arrange for someone to meet you at the airport and take you to your accommodation.

Cost of living
We recommend that you allow a minimum of AUD$5,000 per year to cover your living expenses (excluding tuition) while studying in Australia.
For more information, visit:
- sydney.edu.au/study/finance-fees-costs/living-costs.html

Course information
Sometimes it is necessary for us to change some of the details of our courses, including fees, dates and other terms and conditions.
For up-to-date information, visit Programs on our website:
- sydney.edu.au/cet

Excursions
CET arranges class excursions for our students. Fees may apply. We also regularly update the CET social calendar for activities and excursions.

Health care
You will need health insurance while you are studying in Australia.
For more information, visit:
- oshcallianzassistance.com.au
- sydney.edu.au/cet

Libraries
CET students have access to the University of Sydney’s network of libraries across several campuses.
- sydney.edu.au/study/education-facilities/libraries.html

Location
CET is located in the Wentworth building, at the University of Sydney’s main campus at Darlington, very close to the centre of Sydney.
- sydney.edu.au/cet/about-us

Orientation
CET holds an orientation day on the first day of each term. We introduce you to living in Sydney, to the University of Sydney and to studying at CET.
- facebook.com/usyd.cet

Social activities
CET advertises free and affordable activities on our social calendar and website.
- sydney.edu.au/cet/events

Social networking
- Facebook: usyd.cet
- YouTube: cetsydney
- Instagram: @cet_sydney
- Linkedin: university-of-sydney-centre-for-english-teaching

Sport and fitness
The University of Sydney offers a number of gyms, swimming pools and other sports facilities. Fees apply.
- susf.com.au

Student support
CET students have access to a student counsellor for academic, financial and personal advice.
- sydney.edu.au/cet/future-students

Younger overseas students
Student visa holders less than 18 years old require student welfare and support.
For more information, contact your homestay accommodation provider or visit:
- studentguardians.com

Packaging
'Packaging' means obtaining a single visa for the full period of your English language studies and your University of Sydney studies.

How can I package my English and university study?
For more information, visit:
- sydney.edu.au/cet/packaging

Consumer protection
Your rights as a consumer are important to us. The Australian government wants overseas students in Australia to have a safe, enjoyable and rewarding study experience. Australia’s laws promote quality education and consumer protection for international students.
These laws are known as the ‘ESOS framework’, and they include the Education Services for Overseas (ESOS) Act 2000 and the National Code 2007. For more information on the ESOS framework, visit:
- internationaleducation.gov.au

If you feel that you have a grievance of any kind during the course of your studies, the CET grievance procedure is available to help you.
For more information, visit:
- sydney.edu.au/cet/current-students/student-support
General information

Fees

University direct entry courses

<table>
<thead>
<tr>
<th>Course name</th>
<th>CRICOS Code</th>
<th>No. of weeks</th>
<th>Total fees</th>
<th>Yearly fees</th>
<th>Intake fees</th>
<th>English requirements</th>
<th>Other requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>University Direct Entry Course 36 wks (DEC36)</td>
<td>083314F</td>
<td>26</td>
<td>$19,400</td>
<td>$590</td>
<td>$125</td>
<td>Minimum IELTS 6.5 or equivalent***</td>
<td>A minimum of 8 students is required for this course to run. Visit our website for more information.</td>
</tr>
<tr>
<td>University Direct Entry Course 15 wks (DEC15)</td>
<td>083314F</td>
<td>10</td>
<td>$1,950</td>
<td>$300</td>
<td>$100</td>
<td>Minimum IELTS 5.5 (FCE) and IELTS 6.5 (CAE)</td>
<td>A minimum of 8 students is required for this course to run. Visit our website for more information.</td>
</tr>
<tr>
<td>University Direct Entry Course 5 wks (DEC5)</td>
<td>083314F</td>
<td>5</td>
<td>$825</td>
<td>$165</td>
<td>$50</td>
<td>Minimum IELTS 6.0 or equivalent***</td>
<td>A minimum of 8 students is required for this course to run. Visit our website for more information.</td>
</tr>
<tr>
<td>University Direct Entry Course 11-week course</td>
<td>083314G</td>
<td>6 or 11</td>
<td>$360</td>
<td>$100</td>
<td>$100</td>
<td>Minimum IELTS 6.0 or equivalent***</td>
<td>A minimum of 8 students is required for this course to run. Visit our website for more information.</td>
</tr>
<tr>
<td>OET Test Preparation (OET)</td>
<td>-</td>
<td>10</td>
<td>$900</td>
<td>$300</td>
<td>$100</td>
<td>Minimum IELTS 6.5 or equivalent***</td>
<td>A minimum of 8 students is required for this course to run. Visit our website for more information.</td>
</tr>
<tr>
<td>Cambridge Test Preparation</td>
<td>-</td>
<td>11</td>
<td>$540</td>
<td>$300</td>
<td>$100</td>
<td>Minimum IELTS 6.5 (FCE) and IELTS 6.5 (CAE) or equivalent ***</td>
<td>A minimum of 8 students is required for this course to run. Visit our website for more information.</td>
</tr>
<tr>
<td>General English</td>
<td>086060R</td>
<td>2 or 17</td>
<td>$2,550</td>
<td>$125</td>
<td>$100</td>
<td>CET Placement Test or a recent IELTS, TOEFL, PTE or CAE result</td>
<td>A minimum of 8 students is required for this course to run. Visit our website for more information.</td>
</tr>
</tbody>
</table>

Notes: *Additional test fee, as applicable. **GRN initial payment. ***GRN for each week of study. **GE is not offered from 1 October 2016 to 2 January 2017. The last enrolment date for GE is 19 September 2016, for a two-week course only.

Test Gap is the difference between your current overall test score and the required test entry overall score for your chosen degree. Entry requirements may be subject to change without notice.
Important information
Join us

How to apply

Step 1: Apply online
Applications for all our courses are submitted online. Please submit a copy of your passport with your application, your latest English test and University of Sydney offer letter if applicable. If you are having difficulties applying online:
- sydney.edu.au/cet/apply

Step 2: Your offer letter
Our system will make a recommendation for a course type, based on the data you enter. You will then receive a confirmation email. We aim to email you an offer letter one to two days after you submit your online application. The offer letter will show a breakdown of the fees payable.

If you have applied for a University of Sydney package, your offer letter will explain what you need to do.

For more information about student visas, visit the Department of Immigration and Border Protection (DIBP) web pages for international students. To find your nearest embassy, see the list of Australian diplomatic missions:
- border.gov.au

Step 3: Pay your fees
You can pay by bank draft (Australian dollars), credit card (Mastercard/Visa), or transfer funds by telegraphic transfer. If you are already in Australia, you can also pay by money order.

If you are travelling on a tourist or working holiday visa, we will send you a letter of acceptance when we receive your fee payment.

Step 4: Confirmation of enrolment
If you are applying for a student visa, we will send you a copy of your Electronic Confirmation of Enrolment (eCoE), usually within one to two weeks of receiving your fee payment.

You do not need an original eCoE. The Australian diplomatic mission will accept your copy. We also send you a letter of acceptance.

If you are travelling on a tourist or working holiday visa, we will send you a letter of acceptance when we receive your fee payment.

Step 5: Apply for a visa
If you are applying for a student visa, take the copy of your Electronic Confirmation of Enrolment (eCoE) to the Australian diplomatic mission processing your visa application.

If you are already in Australia, take your eCoE to the nearest office of the Department of Immigration and Border Protection (DIBP).

AusAID students do not need an eCoE from CET to be granted a student visa.

Entry requirements

Students should be at least 18 years old. Applications from students aged under 18 years old will be considered if guardianship arrangements are in place. Australian Government conditions apply.

Visa requirements

You can study ELICOS programs for up to 12 weeks if you have a visitor visa or 17 weeks on a working holiday visa. For longer periods you will need a student visa.
- border.gov.au

Terms and conditions

This sets out the circumstances under which you may transfer fees or obtain a full or partial refund.

1. Refund policy

To be eligible for a refund (less applicable administrative charges), you must provide notice and withdraw from the English course prior to commencement. Once you commence your course you will not be eligible for a refund.

- Due to compliance and quality assurance, refunds or transfers cannot be granted for students studying in Direct Entry Courses (DEC) packaged with the University of Sydney.
- Transfers and refunds can only be made in full modules.
- Where fees are paid on your behalf, CET reserves the right to notify that party.
- The refund will be made to the same person or party from whom the payment was received on your behalf.
- Any debts to CET must be paid before any refund can be calculated with outstanding amounts being deducted from the refund.
- The administration fee is non-refundable.
- Late payment fee is non-refundable.
- You must notify CET directly or through your agent if you are unable to start your course on time. Failure to do so may result in the cancellation of your enrolment and you may only be entitled to 80% refund of the tuition fees paid. Missed classes will not be refunded.
- CET will refund your tuition and other fees if your visa is rejected. You must notify CET in writing immediately and provide documentation. You must also notify CET if you are unable to obtain a visa before the commencement of the course.
- If you cancel your enrolment more than one month before the course commencement date, you will receive a refund of 100% of tuition fees paid.
- If you cancel a deferred course you will receive a refund of 80% of tuition fees paid.
- If you cancel your enrolment less than one month before the course commencement date, you will receive a refund of 80% of tuition fees paid.
- Refunds will be paid within six (6) weeks of receiving a written claim from you. The refund currency will be determined according to University policy.
- All refunds are sent to your home country.
- All requests for a refund must be made on the Transfer of Fees/Refund Form available from CET Reception or by contacting cet.finance@sydney.edu.au. Requests must be accompanied by supporting documentation.
- If you wish to contest CET’s rejection of your request for a refund please follow the Centre’s Complaint and Grievance Procedures. This agreement and the availability of complaints and appeals processes does not remove your right to take further action under Australia’s consumer protection laws.
- sydney.edu.au/cet/current-students/complaints

2. Transfer of fees

- When you transfer to a formal degree course at the University of Sydney you are eligible for a transfer of the remainder of your CET tuition fees (if any). We charge an administration fee of up to A$200 for this service. Note: This is not applicable to DEC students.

- Transfer to another institution: If you transfer to a formal degree or diploma course at another university, TAFE or College, you MAY be eligible for a transfer (to that institution) of up to 80% of the remainder of your tuition fees. Both CET and the other institution must approve the transfer. You should request a transfer on the CET ‘transfer form’. You may need a release letter from CET. CET will notify Immigration where necessary.

- You must present CET with your confirmed offer from the other institution before you leave CET.
- No transfer will be made to another student, or if you transfer to another ELICOS provider.

- Please note: By law, CET is not obliged to agree to a transfer of money if you transfer to another institution. See (1), section above.

Important information
Join us
3. Provider default
In the unlikely event that CET is unable to deliver or complete the delivery of your course, and is unable to place you in a suitable alternative course in CET or with another ELICOS provider, a full refund of the remainder of your CET tuition fees (if any) will be made within four (4) weeks of course start date.

4. Satisfactory attendance
The Australian Government requires that students on student visas attend 80% or more of their classes. Your ability to stay in Australia while you study depends on this.

5. Courses, term dates, hours of tuition and fees
Any course at the Centre for English Teaching that is appropriate for a Student Visa applicant has a maximum class size (teacher-student ratio) of 18. Centre for English Teaching reserves the right to review courses, term dates, hours of tuition and fees at any time without notice. We will notify you of any changes prior to the commencement of your course. Please see our website or the brochure for the latest details.

6. Minimum entry age
Students should be at least 18 years old. Applications from students aged less than 18 years old will be considered if guardianship arrangements are in place. Australian Government conditions apply.

7. Formalisation of your enrolment
The National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007, referred to as "The National Code", is a set of nationally consistent standards that governs the protection of overseas students and delivery of courses to those students by providers registered on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS). CET is a CRICOS registered Provider of education and training to overseas students.

The National Code Part Q, Standard 3 requires that there is a written agreement between CET as a registered provider and you as an overseas student setting out the services to be provided, fees payable and information in relation to refunds of course money. This standard ensures that the obligations and rights of both CET as provider and you as the student are clearly set out, including the course money payable and services that we as provider are obliged to supply.

Your online or other form of communication agreement constitutes ‘the written agreement’ between you and CET. In our offer we:
- Advise you of your obligation to notify CET as the registered provider of a change of address while enrolled in the course.
- Advise that personal information about you is collected on this form and during your enrolment for the purpose of providing you with the services to which you are entitled as an overseas student.
- Advise that personal information collected on this form or during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Protection Service. In other instances information collected on this form or during your enrolment may be disclosed without your consent where authorised or required by law.
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- border.gov.au

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- Advise that personal information about you is collected on this form and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2007, to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The Australian Government requires that students on student visas attend 80% or more of their classes. Your ability to stay in Australia while you study depends on this.

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Why study here?

As Australia’s first university our reputation spans more than 160 years. We are regularly ranked in the top 0.3 percent of universities worldwide. We teach more than 50,000 bright minds, with 10,000 international students from more than 145 countries. We’ve taught 145 Olympians, six prime ministers, two Nobel laureates, three astronauts, 110 Rhodes scholars and one Pulitzer Prize winner. What will you achieve?

When you come to study at the University of Sydney, you become part of an inspiring network of leading academics, and distinguished graduates and alumni. The cross-disciplinary nature of our 16 faculties allows us to offer the widest range of academic programs of any Australian university, giving you the flexibility to personalise your degree.

– sydney.edu.au/futurestudents