Centre for English Teaching

2020

My experience at CET transformed my life; I feel confident communicating in English, across contexts and cultures, and I feel ready to take on the challenges of the future! CET’s range of co-curricular activities and workshops helped me connect with the university and build a network of local and international friends. My CET course and my teacher supported me to develop the academic skills I needed to succeed at university and empowered me to fully participate in life at the university and in Sydney. My experience at CET transformed my life; I feel confident communicating in English, across contexts and cultures, and I feel ready to take on the challenges of the future! Studying at CET helped me develop my ability to communicate in English across a variety of situations both inside and outside the classroom. CET’s range of co-curricular activities and workshops helped me connect with the university and build a network of local and international friends. My CET course and...
WELCOME TO SYDNEY

Top 10 liveable city in the world
(Global Liveability Index 2019)

Top 10 safest city in the world
(The Economist, 2017)

Top 10 best student city in the world
(QS Best Student Cities, 2019)

11th best city in the world for quality of life
(Mercer’s Quality of Living Survey, 2019)

Large number of top 500 Australian corporation headquarters
(City of Sydney, 2019)

Innovative information, media & technology sector
(City of Sydney, 2019)

A vibrant creative & performing arts sector
(City of Sydney, 2019)

A vibrant creative & performing arts sector
(City of Sydney, 2019)
WELCOME TO
THE UNIVERSITY
OF SYDNEY

Australia’s first and oldest university, established in 1850 and one of the most innovative
A founding member of the Group of Eight (G08) Universities
Ranked in the top 50 universities in the world
(QS World University Rankings, 2019)
Recognised globally for high quality teaching and research

QS Graduate
Employability
Rankings:
#1 in Australia
#4 in the world
(QS Graduate Employability Rankings 2020)
WELCOME TO CET

- Established in 1988
- 3,000 international students and professionals every year
- We connect the best and brightest global citizens to the University of Sydney.
- Fully owned by and integrated into the University
- Comprehensive range of academic and professional programs
- We transform people’s lives through education.
- We empower our students through innovative pedagogies.

English Australia Award for Academic Leadership
(English Australia, 2019)

ATEM Best Practice Award for Excellence in Innovation
(ATEM, 2018)

English Australia Award for Innovation
(English Australia, 2017 & 2018)

Faculty Award for Excellence in Teaching
(Faculty of Education and Social Work, University of Sydney, 2017)

Vice Chancellor’s Award for Outstanding Educational Engagement and Innovation
(University of Sydney, 2017)

International Student of the Year
(Study NSW, 2017)
At CET we understand English language learners in the 21st Century are preparing for an increasingly globalised and connected world. You need to communicate with people from many different cultures, and in many different situations: social, work, university, online and offline. To help you with this, CET has developed the unique and innovative 4:2:1 learning model.

4 hours in class
Engage in an innovative learning experience
- Study with excellent teachers
- Develop interactive language skills
- Build collaborative skills

2 hours personalised online learning
Join the CET online learning community
- Achieve your study goals using online modules
- Network with your peers through “CET Connect”

1 hour engagement
Develop language skills outside the classroom
- Join CET’s co-curricular activities & earn rewards
- Increase confidence and communication skills
- Enjoy diverse social & cultural activities
- Make lifelong friends
CET Connect

CET’s innovative engagement program and app transforming international student experience in Australia

CET Connect provides opportunities to:
• attend Sydney events
• make local friends
• learn about Australian culture
• practise English outside of the classroom
• earn points and rewards.
Academic Support

At CET we give you extra support to make sure you make the most of your academic program. We want all of our students to reach their learning goals, so we make sure we support your progress.

Weekly Workshops
Join our free interactive workshops and develop skills essential for university and professional success, such as resume writing and job interview skills.

Extra support classes
Join our free extra support classes to ensure you get the results you need in your course.

Personalised feedback
Get individual feedback from your teacher and identify your strengths and points for further development.

Advice on transition to university
Get expert advice on your transition to university life and to your degree.

Online self-study resources
Access a range of additional English language materials 24/7.

Online Courses
Access our Academic Skills for University Success suite of online courses for free from anywhere in the world.
Co-curricular activities

At CET we understand that there are two important dimensions of successful language learning: inside the classroom and outside the classroom. You can transform your life through meaningful intercultural engagement and a great range of free co-curricular activities.

CET Connect

A program of free activities where you can make local friends, interact with the University and use English outside of the classroom while earning points and rewards. Track your points, organise calendars, access resources and chat with CET students and teachers via the CET Connect app.

Student Engagement Weekly Workshops

This series of free, highly interactive workshops are delivered weekly to support your cultural and academic learning at CET. The workshops are included in CET Connect and cover topics such as study skills, report writing, presentation and communication skills and job support.

CET Leaders Network

Join the select group of CET students who make significant contributions to the CET community and international student community.

Monthly Social Calendar

Participate in a diverse range of social, sport and art activities at CET, the University, and Sydney.

University of Sydney Union (USU) Access Membership*

Get 10% discount at participating on-campus and off-campus retail and food outlets. Access university events, festivals, clubs and societies.

*Direct Entry Course students only
Well-being Support

We offer a comprehensive range of well-being services such as Personal Counselling, Academic Counselling, Well-being workshops and the Well-being Ambassador Program. All these services are free of charge and easy to access.

Personal Counselling
Talk to our experienced counsellors to build the skills and resilience you need to manage any issue, problem or concern you might have. This is a free and confidential service available to all CET students.

Student Welcome Services
Complete the online pre-arrival course to find out about your new life in Australia.

Well-Being Workshops
Attend our well-being workshops to build study and life skills for university. Workshop topics include Boosting your Mood, Presentation Anxiety and Mindfulness.

Academic Counselling
Talk to our experienced counsellors and get advice on time management, study skills, pathway counselling and end of course counselling.

Well-being Ambassador Program
Our peer-to-peer Well-Being Ambassador Program helps you connect to well-being resources, builds community networks, and raises awareness of mental health.
### #myCETstory

**How can I...**

- Improve my English whilst travelling?
- Learn English to live, study and work in any country?
- Learn English for a specific goal and intensive study?
- Improve my English for career opportunities?
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Study at university

#myCETstory
Intensive Test Preparation Course (ITP)

ITP is a test preparation program that enables you to reach your career, study or migration goals.

1. Maximise your employment, migration and academic prospects by acquiring an internationally recognised test result.
2. Learn effective test-taking skills and strategies.
3. Increase your English language proficiency and confidence level.
4. Improve current study practices to maximise your time and effort.
5. Reach your target level and qualify for the Direct Entry Course (DEC).

Course entry requirements
- A minimum IELTS score of 5 or equivalent.

What will I learn?
- Improve your reading, writing, listening and speaking test skills through a task based approach to learning.
- Receive regular, personalised feedback through interviews with highly qualified teachers.
- Review your progress goals and create an individualised study plan through weekly progress tests.
- Access targeted online resources that meet your individual learning needs.

BYOD (Bring Your Own Device): Students are required to bring their own laptop.

How long will I need to study?
- 2-50 teaching weeks (up to 52 calendar weeks).
- Recommended 5 week minimum.

How do I find out more?
sydney.edu.au/cet/intensive-english-test-preparation

THE ITP COURSE TAUGHT ME SOME KEY SKILLS FOR SUCCEEDING AT UNIVERSITY, SUCH AS NOTE-TAKING SKILLS AND HOW TO READ EFFICIENTLY. I WAS ALSO ABLE TO UNDERSTAND MY LECTURERS AND READINGS WITHOUT DIFFICULTY. I FOUND THAT I COULD COMPETE WITH NATIVE SPEAKERS.

Anna (Russia)
Intensive Test Preparation
Direct Entry Course (DEC)

DEC is a tailor-made, quality assured program targeting your academic English and academic skills needs for studying at an Australian university. Developed in consultation with University faculties.

1. Gain entry to your degree program at the University of Sydney.
2. Connect with the academic culture of the University of Sydney before your degree starts.
3. Build resilience for success at university.
4. Develop academic English language competence.
5. Master 21st century skills for future employment.

Course entry requirements
- A conditional offer from the University of Sydney.
- An international English test result (e.g. IELTS).
- Course length depends on the gap between your current IELTS score and the English requirement of your degree course.

What will I learn?
- Develop your English language and academic skills through units of study based on discipline specific themes, an integrated approach to skills development, and genre based assessments.
- Develop your academic digital literacy skills through collaborative project based research assignments.
- Refine your academic study skills by using reflective practice in your study pattern.
- Strengthen your academic voice by developing your academic style, academic vocabulary and academic essay writing, report writing and case study skills as well as academic discussion skills.
- Learn 21st century skills, such as critical thinking, problem solving and multimedia presentation skills through collaborative projects.

BYOD (Bring Your Own Device): Students are required to bring their own laptop.

Course features
- Improve your individual language learning needs through online self-study resources.
- Receive personalised feedback from highly qualified English Language Teachers.

How long will I need to study?
- 5-36 teaching weeks (up to 40 calendar weeks).

How do I find out more?
sydney.edu.au/cet/dec
Direct Entry Course (DEC) Learning Support

Our learning support program provides face-to-face and online support to further strengthen your skills throughout the course and for university.

Learning support features
1. Individual progress monitoring, intervention, and guidance.
2. Targeted assessment-focused input.
3. Up to 20 hours additional support per course.
4. Dedicated online support via independent adaptive-learning modules.
5. Individual consultations with teacher or counsellor.

Learning support

- **Reading**
  - Identifying key points

- **Check-in with a teacher**

- **Speaking**
  - Discussion skills

- **Writing**
  - Paragraph development

- **Listening**
  - Note-taking strategies

- **Genre**
  - Report structure

- **Academic Integrity**
  - Referencing

- **Writing**
  - Synthesis and comparison

- **Self-assess**
  - Academic progress

- **Listening**
  - Independent listening

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**The DEC Course gave me specific tools to succeed at university. For example...how to write and structure an essay, knowledge that other students did not necessarily have. I was able to understand what was required from me as well as help my peers.**

Alison (China)
Direct Entry Course
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 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 page 66 or visit our website: sydney.edu.au/cet/dec

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Conditions

**DEC 36**
- No more than 1.5 bands below degree entry requirement overall.
- No more than 1 band 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 0.5 bands below degree entry requirement overall.
- No more than 0.5 bands below degree entry requirement in any skill.
- No more than 0.5 bands below degree entry requirement already achieved.
- Degree entry requirements already achieved for each skill.
- Overall degree entry requirement already achieved.
- Overall degree entry requirement in one skill only.

**DEC 15**
- No more than 0.5 bands below degree entry requirement overall.
- No more than 0.5 bands below degree entry requirement in any skill.

**DEC 10**
- Overall degree entry requirement already achieved.
- Overall degree entry requirement in one skill only.

**DEC 5**
- Overall degree entry requirement already achieved.
- Overall 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.
Graduate Academic Skills (GAS)

GAS is a high-level academic skills course that provides an introduction to the expectations and values of academic culture in an Australian university.

1. Transition successfully to university study in Australia.
2. Develop core academic and research skills applicable across all fields of study.
3. Become an active and independent learner.
4. Participate in university life before degree commencement.
5. Build lasting connections with peers.

Course entry requirements
- An undergraduate or postgraduate firm offer from an Australian university.
- A minimum IELTS score of 6.5 or equivalent.

What will I learn?
- Develop skills related to academic discussions, university assignment papers, creativity and innovation, critical thinking and collaboration.
- Participate in lectures, tutorials and group activities, including project assignments that involve exploring Sydney’s suburbs and developing a project proposal.
- Develop digital competencies necessary for university success, such as collaboration on discussion boards, creation of blogs and video materials, and use of the university Learning Management System, Canvas.
- Develop skills in self-reflection, self-assessment and autonomous learning.

BYOD (Bring Your Own Device): Students are required to bring their own laptop.

How long will I need to study?
- 5 weeks.

How do I find out more?
sydney.edu.au/cet/gas

Advanced Skills for Academic Success (ASAS)

ASAS is an advanced academic skills course for international scholars sponsored by the Australian Government.

1. Enhance your potential for academic success in your degree program.
2. Develop University of Sydney graduate qualities.
3. Master the academic skills required at university.
4. Learn alongside high-achieving peers from around the world.

Course entry requirements
- An undergraduate or postgraduate firm offer from an Australian university.
- A minimum IELTS score of 6.5 or equivalent.

What will I learn?
- Deepen your understanding of the University of Sydney graduate qualities: disciplinary expertise, critical thinking and problem solving, communication (oral and written), information and digital literacy, inventiveness, cultural competence, interdisciplinary effectiveness, identity, and influence.
- Learn through an integrated series of lectures, tutorials and practical skills workshops.
- Prepare a research paper and present at an ASAS conference.
- Receive targeted feedback from university-qualified teachers.
- Benefit from a follow-up consultation with your teacher after program completion.

BYOD (Bring Your Own Device): Students are required to bring their own laptop.

How long will I need to study?
- 4 weeks.

How do I find out more?
sydney.edu.au/cet/asas
Communicate across cultures

#myCETstory

Global English (GE)

GE is a unique course that builds the skills and confidence for successful social and professional communication in Australia and abroad.

1. Develop English language fluency and accuracy.
2. Gain confidence and independence in your social and professional communication.
3. Learn essential employability skills.
4. Immerse yourself in the Sydney community and experience campus culture at a world-leading university.
5. Build global connections and lasting friendships.

Course entry requirements
• A pre-intermediate to advanced level of English.

What will I learn?
• Transfer English language skills from the classroom to the real world through communicative, task-based and mobile learning activities.
• Learn crucial employability skills, such as resume writing, interview etiquette and workplace communication.
• Define your individual target learning goals and receive regular personalised feedback.
• Acquire digital literacy skills by creating online portfolios, blogs and videos.
• Learn to deliver high-quality presentations and engage with multicultural audiences.

BYOD (Bring Your Own Device): Students are required to bring their own laptop/smart device.

How long will I need to study?
• 2-50 weeks (2 week minimum). Up to 52 calendar weeks.
• Course constructed in 5 week modules.

How do I find out more?
sydney.edu.au/cet/global-english
Customised Programs for Study Tour Groups

Customised Programs are short-term specialised training programs where students experience university life and interact with local students.

1. Experience authentic Australian culture.
2. Advance your English language skills.
3. Attend lectures at the University of Sydney.
4. Meet people from different backgrounds and explore Sydney together.
5. Make lasting connections and become part of CET’s global alumni network.

Course entry requirements
• Submit an expression of interest to cet.international@sydney.edu.au.

What will I learn?
• Receive English language training appropriate for your level and area of interest.
• Explore specialised content from different faculties at the University of Sydney.
• Participate in fun and interactive workshops on communication and workplace skills.
• Receive a ‘University of Sydney, Centre for English Teaching’ completion certificate and a report that showcases your achievements.

How long will I need to study?
• 2-12 weeks.

How do I find out more?
sydney.edu.au/cet/customised-programs

MY WORK AT CET...
STRENGTHENED MY SKILLS IN STAKEHOLDER RELATIONS.
I EXPECTED CET TO PREPARE ME FOR UNIVERSITY BUT IT HAS DONE SO MUCH MORE THAN THAT; IT PREPARED ME FOR LEADERSHIP.

Kim (Philippines)
Customised Programs
Develop professionally

#myCETstory
English Language Teacher Training (ELTT)

ELTT is an innovative professional development course that covers the latest theories and approaches to teaching English for speakers of other languages (TESOL).

1. Refresh and update your English language teaching skills from experienced teachers at Australia’s leading university language centre.
2. Benefit from the teaching and research experience of CET trainers.
3. Explore current theory and best practice in the area of English Language Teacher Training (ELTT).
4. Become part of the Centre for English Teaching’s (CET) research community and make lasting professional connections.

Course entry requirements
- A minimum IELTS score of 6.5 or equivalent.
- A TESOL qualification.

Mode
- Online or Face-to-Face.*

What will I learn?
- Learn key concepts in the field of English language teaching, such as innovative teaching methods, approaches to integrated skills teaching, and lesson planning.
- Practise teaching skills and receive comprehensive feedback.
- Develop reflective teaching practices.
- Become familiar with current research on best practice in ELT.

How long will I need to study?
Online
- 9 weeks: 1 hour webinar + 30 min interactive tutorial per week.
- 2-3 hours per week of study and assignment writing.

Face-to-Face*
- 2-12 weeks part-time or full-time.

How do I find out more?
sydney.edu.au/cet/eltt.html

* - Face-to-Face for groups of 15 or more. Please submit an expression of interest to cet.international@sydney.edu.au.
English for Academic Purposes Teacher Training (EAPTT)

EAPTT is a professional development course that develops knowledge and skills in the specialised area of English for Academic Purposes.

1. Extend your teaching skills and knowledge in the field of English for Academic Purposes.
2. Apply new concepts to your teaching practice under the guidance of master teachers.
3. Develop professionally as an EAP practitioner.
4. Enhance your career prospects as a language teaching professional.

Course entry requirements
- A minimum IELTS of 6.5 or equivalent.
- A TESOL qualification.

Mode
- Online or Face-to-Face.*

What will I learn?
- Learn key concepts in the field of teaching English for Academic Purposes.
- Explore topics such as genre and text analysis, giving feedback on student writing and speaking, teaching critical thinking, and teaching for high-stakes tests.
- Explore the application of course concepts through assignments and receive detailed feedback.

How long will I need to study?
Online
- 9 weeks: 1 hour webinar + 30 min interactive tutorial per week.
- 2-3 hours per week of study and assignment writing.

Face-to-Face*
- 2-12 weeks part-time or full-time.

How do I find out more?
sydney.edu.au/cet/eaptt

* - Face-to-Face for groups of 15 or more. Please submit an expression of interest to cet.international@sydney.edu.au.
Occupational English Test (OET) Preparation Course

OET Preparation is a training program for healthcare students and professionals who want to register and practise in an English-speaking country.

1. Achieve better OET exam results and register as a healthcare professional in Australia, New Zealand, Singapore or Dubai.
2. Improve your communication skills for the healthcare sector.
3. Practise patient interaction scenarios in a supportive classroom environment.
4. Receive regular personalised feedback.
5. Join our evening classes and meet like-minded professionals.

Course entry requirements
- An IELTS result of 6.5 overall or equivalent or be currently enrolled in a health care degree.
- The right visa for part-time study.

What will I learn?
- Develop test-taking skills for all subtests of the OET: reading, writing, listening and speaking.
- Prepare for profession-specific OET tests.
- Role-play interactions with patients, carers and colleagues in a range of contexts, such as consultations and home visits.
- Practise writing authentic patient referrals.
- Improve your reading speed and understanding of medical texts.

How long will I need to study?
- Part-time delivery options available, please contact us for more information.

How do I find out more?
sydney.edu.au/cet/occupational-english-test-preparation

1:1 Coaching

1:1 Coaching is a series of private lessons based on your individual needs, level, goals and preferences.

1. Identify your strengths and areas for improvement.
2. Negotiate a learning program based on your needs and learning preferences.
3. Attend one-to-one lessons with an experienced and qualified teacher.
4. Benefit from flexible lesson times.
5. Achieve your professional and academic goals.

Course entry requirements
- Any level of English from beginner to advanced.
- The right visa for part-time study.

What will I learn?
- Receive a thorough needs analysis assessment from an experienced teacher.
- Experience a personalised program of study that focuses on your goals, such as IELTS test preparation, academic writing, presentation skills, pronunciation or English for business purposes.
- Receive progress reports and specialist advice on points for further improvement.

How long will I need to study?
- 1-10 weeks.
- The 5-hour package should be completed in a maximum of five weeks.
- The 10-hour package should be completed in a maximum of 10 weeks.
- Lessons are usually 1-2 hours in length.

How do I find out more?
sydney.edu.au/cet/coaching
Learn online

#myCETstory
University Heroes app

Choose your favourite university hero and embark with them on a fantastic English adventure to fight global monsters!

1. Test your level of English as you confront global monsters.
2. Share your scores and challenge your friends via your online networks.
3. Use your English and join our university heroes on their quest to tackle world issues.
4. Download the CET app and open your mind to the possibilities of where your story might take you.
5. Connect with CET via the "University Heroes" app and begin your story.

Where can I get the App?

Available on the App Store  GET IT ON Google Play
Academic Skills for University Success Specialization

Academic Skills for University Success is a series of five online courses, (MOOCs – Massive Open Online Courses) that provide an introduction to academic culture and prepare students for study at an English-medium university.

1. Join this an award winning, free, online course from anywhere in the world at anytime.
2. Build awareness and understanding of the core values and expectations of academic culture.
3. Prepare for full participation and engagement with your studies.
4. Develop practical strategies to boost success at university.
5. Learn alongside a global cohort of learners.

What will I learn?

• Develop a deep understanding of the graduate qualities essential for academic success: information and digital literacy, problem solving, critical thinking, and communication.
• Apply skills, such as research strategies, idea generation techniques, problem solving and critical analysis to develop creative and innovative solutions to real-world problems.
• Learn practical strategies to apply to your studies such as referencing, identifying appropriate academic genres for written texts and multi-media presentations, and using written and oral skills to communicate ideas effectively for academic contexts.
• Benefit from interviews with university lecturers and other experts.
• Learn from the experiences of students at the University of Sydney and gain insights into effective time management, successful group work, personal resilience and motivation.

How do I find out more?
sydney.edu.au/cet/moocs
How to Enrol

Fees and Dates
Terms and Conditions of Enrolment
English Language Proficiency Requirements
Calendar
<table>
<thead>
<tr>
<th>Course name</th>
<th>CRICOS code</th>
<th>No. of wks</th>
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### Communicate across cultures

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### Notes:
1. Additional test fee, as applicable.
2. CRICOS 11195L, government.
3. $18 for each week of study.
4. Direct Entry Course: 16 teaching weeks but up to 28 calendar weeks.
5. Global English: 28 teaching weeks but up to 32 calendar weeks.

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CET Terms and Conditions of Enrolment

5) Location, class size, term dates, hours of tuition and fees (2.1.3, 2.1.5)

a) 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.

b) Centre for English Teaching courses for which a Student Visa may not be issued, such as Customised Programs, might have a larger class size.

c) Classes are held on the main campus of the University of Sydney.

d) Classes generally have 4 hours per day (20 hours per week) face-to-face and may be held each morning, each afternoon, or each evening at the sole discretion of CET.

e) Additional learning material and activities are available offline and online.

f) Classes are not held on weekends, on public holidays, or during the University Close Down period at the end/beginning of every year. Therefore the number of course weeks might be more than the number of teaching weeks.

g) Term dates are listed in this brochure and on the CET website http://sydney.edu.au/cet.

h) Your course dates are printed on your Letter of Offer.

i) The Centre for English Teaching reserves the right to review course, term dates, hours of tuition and fees at any time without notice.

j) We will notify you of any changes prior to the commencement of your course.

6) Minimum entry age (5.1)

a) Students should be at least 18 years old by the course start date.

b) Applications from students aged less than 18 years old may be considered if they are accompanied by a letter of support from an appropriate authority.

c) Applications from students aged less than 18 years old may be considered if welfare and accommodation arrangements are in place in conformity with the University of Sydney’s Under 18 Internationals Students Policy 2016 http://bio2016.s3.amazonaws.com/ESOS/DOC/2016/42008&Randum=0.

7) Participation in activities and excursions

a) By agreeing to these Terms and Conditions, you understand and agree that:

i) The University of Sydney and the Centre for English Teaching (CET) do not accept any responsibility or liability whatsoever if you become ill or injured or if any of your belongings become lost, damaged or destroyed while you are on an excursion or travelling to or from an excursion.

ii) If you participate in any activities while on excursion (for example, swimming), then you do so at your own risk. You acknowledge that you are responsible for assessing your own level of skill for undertaking any particular activity.

iii) Neither the University of Sydney nor CET is under any obligation to insure you or your property against any risks while you are on an excursion. Insurance is your responsibility if you require it.

iv) If you become ill or injured while on an excursion and are unable to give your specific consent, then first aid or other emergency or temporary care may be administered to you.

v) You waive any right to claim against the University of Sydney or CET for anything specified in this section of these Terms and Conditions.

vi) If any of your family members accompany you on an excursion, then the same conditions as set out above also apply to them as a condition of their participation.

vii) Since excursions are an integral part of face-to-face teaching and learning, missing an excursion will affect your attendance percentage for the course.

8) Permission for photography and video-recording

a) By agreeing to these Terms and Conditions, you understand and agree that:

i) The University of Sydney and CET may use photos/videos of you in promotional materials in a variety of media including the internet and these may be given to or used by a 3rd party.

b) In the event you do not want your photos/videos to be used by the University of Sydney, CET or a 3rd party it is your responsibility to inform CET personnel at the time photos/videos are being taken.

9) Accommodation costs and the cost of living in Australia (2.1.11)

a) Information and guidance on living options for student residences, both on- and off-campus, including homestay accommodation options, can be found at http://sydney.edu.au/campus-life/accommodation.html.


10) Health Insurance

a) If you are intending to study under a Student Visa, you will need Overseas Student Health Cover (OSHC). CET can arrange OSHC for you as part of the CET application process.

b) You may also arrange your own health cover, providing evidence of this when you apply for your Student Visa from any of the government approved providers. A current list of these providers can be found at https://www.privatesh.jpg.gov.au/health-insurance/overseasoverseas_student_health_cover.htm.

c) Please note that if you are intending to study under a Visa other than a Student Visa, you must have adequate travel and medical insurance in case of mishap, accident, or illness.

d) If you arrange your own OSHC, please upload your OSHC certificate during the online enrolment process.

11) Providing Contact Details to CET (3.5)

a) You must, while in Australia and studying with CET, notify the CET of your contact details including:

i) Your current residential address, mobile number (if any) and email address (if any).

ii) Who to contact in emergency situations.

iii) Any changes to those details, within 7 days of the change.

12) Collecting, Using, and Reporting Your Information (3.3.6)

a) In accordance with the Privacy Act 1988, we advise that personal information about you is collected from your application and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2018; to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally.

b) The authority to collect this information is contained in the Education Services for Overseas Students Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2018.

c) Information collected about you on this form and during your enrolment may be disclosed to CET by the University, the Commonwealth including the TPS, or state or territory agencies, in accordance with the Privacy Act 1988.

d) In other instances, information collected on this form or during your enrolment can be disclosed without your consent where authorised or required by law.

13) Cancellations, Deferrals, Refunds, and Transfers (3.4.1, 3.4.2, and 3.4.3)

a) Student-initiated course cancellation

i) To be eligible for a refund (less applicable administrative charges), you must provide notice to CET at least two (2) working days prior to the course start date. This is the minimum notice period for withdrawal from the CET course prior to the course commencement date.

ii) Late arrival of student

b) CET will notify you in writing in the event of any changes prior to the commencement of your course.

c) 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 not be entitled to a refund of the fees paid. Mixed classes will not be refunded.

d) Course deferral

ii) Deferral of a course must be communicated to CET at least two working days prior to the course start date.

iii) If you cancel a deferred course, to be eligible for a refund (80% of fees paid excluding the administration fee), you must provide notice to CET, at least two (2) working days prior to the course start date, to withdraw from the English course prior to the course commencement.

iv) Applying for a Refund

a) To claim a refund of fees, please use 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.

b) Visa Rejection

ii) 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.

iii) Cancellation more than one month before course start date

a) If you cancel your enrolment more than one month before the course commencement date, you will receive a refund of 100% of fees paid excluding the administration fee.

b) Cancellation less than one month before course start date

ii) If you cancel your enrolment less than one month before the course commencement date, you will receive a refund of 80% of fees paid excluding the administration fee.

iii) Cancellation after course start date

a) The course has commenced and you will not be eligible for refund. (We define a course as the number of weeks you pay for).
15) Making a Complaint or Appeal (3.3.7, 10.1, 10.2, 10.3)

a) Internal Complaints
i) Internal formal complaints can be lodged by sending an email to studentaffairs@sydney.edu.au that includes:
(1) Your full name (given name, family name)
(2) Your CET student ID (please indicate that you are a CET student)
(3) The course in which you are enrolled (e.g. DECIS or Global English)
(4) Your University Unibank (if known)
(5) Details of your complaint

b) Internal Complaints Appeal Process
i) Details are under “complaints” at http://sydney.edu.au/cet/policies

16) External Complaints and Appeal Processes

a) If the complaint has not been resolved, contact NSW Government Ombudsman by telephone at +61 2 9286 1000 or by a contact method listed at https://ombi.nsw.gov.au/contact-us

b) You may also contact Department of Education and Training by telephone: +61 1300 554 046.

17) Consumer Rights (3.4.5)

a) This written agreement, and the right to make complaints and seek appeals of decisions and action under various processes, does not affect the rights of the student to take action under the Australian Consumer Law if the Australian Consumer Law applies.

Notes: All IELTS and PTE requirements refer to the academic test. Non-academic tests are not accepted. All English tests have a validity of 2 years. University of Sydney website: sydney.edu.au/future-students/documents/international/undergraduate/Sydney-Uni-International-English-Requirements.pdf

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### English Language Proficiency Requirements

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#myCETstory...

Start your story today

Forest Stewardship Council® (FSC®) is a globally recognised certification overseeing all fibre-sourcing standards. It provides guarantees for the consumer that products are made of woodchips from well-managed forests, other controlled sources, and reclaimed material with strict environmental, economic, and social standards.