

WELCOME TO CET

Student Orientation

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CENTRE FOR ENGLISH TEACHING



THE UNIVERSITY OF
SYDNEY



YOU NEED TO KNOW

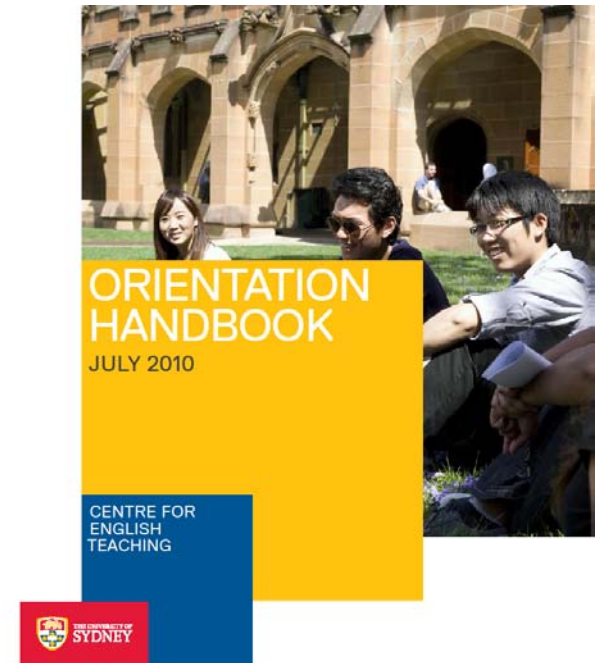
1. Where to begin
2. Student administration information
3. Student support services
4. Key people
5. The University
6. Academic support & expectations
7. Health & safety on campus
8. Questions?



CET, Lvl 5 Wentworth Building

TO BEGIN

- › Orientation handbook
- › Orientation day program
- › Course information
- › Academic policies & procedures
- › Complaints & grievances
- › International student visa conditions
 - Academic progress
 - Attendance
 - Current address details





STUDENT ADMINISTRATION INFORMATION

- › Refund & cancellation policy
- › Textbooks



STUDENT SUPPORT SERVICES

- › CET student support
 - Academic assistance
- › Campus ministry/pastoral care
 - Counselling
 - Disability services
 - Other services
 - Accommodation assistance
- › Employment assistance
 - Notice boards
- › Student union
 - <http://www.usu.usyd.edu.au>



USU International Lounge, Lvl 4, Wentworth Building



SOME OF USU SERVICES



KEY PEOPLE

› Managers

- Director Patrick - Pheasant
- Deputy Director - Dan Bruce
- Education Manager - Jeremy Lindeck
- Head of Administration - Stephen Howlett

› Teachers

› Administration staff



Patrick



Dan



Stephen



Jeremy

THE UNIVERSITY

- › Campus map
- › Library services
- › Computer labs
- › University website
- › CET website





SYDNEY UNIVERSITY LIBRARY

- Community Membership
- ID Cards




**NEED A BOOK?
JOIN THE UNIVERSITY LIBRARY**

COMMUNITY BORROWERS
Starting 1 July 2010 CET students can now join the university library as community borrowers. Here's what you need to do to get a library card.



HOW TO APPLY
Download and fill in an application form at: http://sydney.edu.au/card_centre/applications/forms/LibraryBorrowerApplication.pdf

WHERE TO GO
Go to the Campus Card Centre, Level 2 Fisher Library, Building F03. Details about the Campus Card Centre, location, directions, hours, etc are on the Campus Card Centre website at http://sydney.edu.au/card_centre/

MEMBER CARD
Sign up and pay for a Library Community Borrower membership. Details and requirements for issue of a Community Borrower card are on the **Campus Card Centre website** at: http://sydney.edu.au/card_centre/applications/general_public.shtml

MEMBERSHIP COSTS
Community Borrower membership costs \$40.00 for 3 months membership, \$80.00 for 6 months membership or \$160.00 for 12 months membership (GST inclusive).

WHAT YOU NEED
Take with you photo identification such as driver's licence or passport, AND two forms of proof of address (e.g. bank statement, electricity bill, rates notice)

PAYMENT METHOD
Payment for your card can be made by cheque, money order, Ertpos or Credit Card.

SPECIAL OFFER
CET Students who subsequently present their Community Borrower card to CET will receive a once only \$40 credit applied to their CET account. The credit can be applied against further courses at CET, or be part of any excess of funds transferred to their university learning in accordance with our regular policy for fee transfers.

NEED HELP?
Contact CET reception for more information.
T +61 2 9036 7900
F +61 2 9036 7910
E cet.reception@sydney.edu.au

sydney.edu.au/cet

CET SCHOLARSHIPS

Tuition	=	\$1,000
IELTS Test	=	\$317
Scholarship Holders	=	\$1,000

Application due dates

- Thursday 21 April 2011
- Friday 23 September 2011

TUITION SCHOLARSHIPS

CENTRE FOR ENGLISH TEACHING (CET)

CET is part of the University of Sydney, providing a variety of English language programs. Our friendly and caring learning environment will make studying at Sydney a worthwhile experience. We are located on the University's main campus and our classrooms are equipped with state-of-the-art audiovisual technology.



OVERVIEW

Tuition Scholarships are intended to provide a contribution to the costs of tuition. The Scholarship provides an opportunity for future international postgraduate students to offset the cost of their tuition at CET.

Valued at up to \$1,000, this scholarship can be earned any time in 2011.

Applications close 21 April 2011.

BACKGROUND

The scholarships were first established in 2011 and funded by CET. The scholarships (called 'The CET Tuition Scholarship'), is intended for students enrolled in a CET academic or general English language course and to provide a degree of targeted financial support.

PURPOSE

The scholarships were established to provide an incentive for further participation in the CET academic and general English courses. In addition to the general conditions for CET Scholarships, the following special conditions apply to CET Tuition Scholarships:

VALUE/TENURE/PAYMENT

A CET Tuition Scholarship is worth up to \$1,000 in any one academic year, to be paid at the completion of a course. The number, and value, of CET Tuition Scholarships available each year is at the discretion of the Director CET.

ELIGIBILITY

CET Tuition Scholarships are awarded to recipients who are enrolled full-time in any CET course. Applicants are assessed on personal attributes such as contribution to research at CET and the University of Sydney, and contribution to diversity at CET and the University.

There is no minimum academic requirement for a CET Tuition Scholarship.

SELECTION CRITERIA

A selection panel will comprise the CET Director (or nominee), CET Deputy Director (or nominee), and one member of CET teaching or administrative staff. Selection will be based on the selection committee's assessment of the suitability of the award to provide a reasonable contribution to the cost of an international student's potential to benefit from receipt of a CET Tuition Scholarship.

Applicants are assessed on merit, personal attributes such as contribution to research and contribution to diversity. The selection panel may assess and rank each candidate at the panel's discretion. Where it is deemed appropriate, the panel may seek additional information on short-listed candidates prior to making a final decision.

The award will be arranged at one of two scholarship events.

There is no minimum academic requirement for a CET Tuition Scholarship.

PROHIBITIONS/ADDITIONAL CONDITIONS

A CET Tuition Scholarship may only be awarded once to any recipient.

A CET Tuition Scholarship must be used while a student is enrolled in a full-time course at CET.

A CET Tuition Scholarship may be deferred for up to one year.

A CET Tuition Scholarship may not be held in conjunction with any other CET Scholarship. Government sponsored students, such as AusAID, World Bank and Asian Development Bank students are ineligible to apply for a CET Tuition Scholarship.

The scholarship shall be reinstated if the recipient withdraws from the agreed program at CET. Once reinstated, a CET Tuition Scholarship will not be reinstated.

CET reserves the right to reallocate a scholarship if terms of the award are not met.

HOW TO APPLY

Applications will open in early 2011. Please check www.sydney.edu.au/cet for more details.

TUITION SCHOLARSHIPS

- Open to enrolled CET students.
- Valued up to AUD\$1,000
- No minimum academic requirement

sydney.edu.au/scholarships

ACADEMIC SUPPORT & EXPECTATIONS

- › Attendance policy
- › Course assessment & progress
- › Study skills
- › Plagiarism
- › Resources



HEALTH & SAFETY ON CAMPUS

› Important numbers

- General emergency number: 000
- 24 hour campus emergency number: 9351 3333
- NSW police switch: 9281 0000





QUESTIONS?

› Next

- Why do you want to study English?
- How can you help each other to study?

