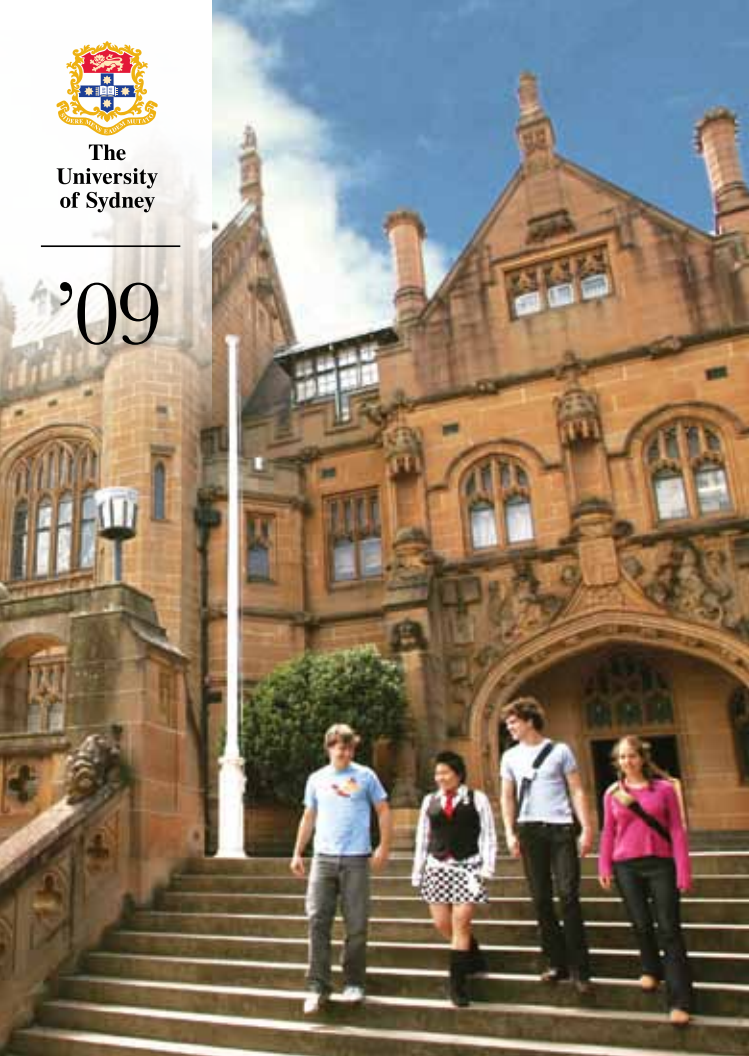




The
University
of Sydney

'09



Student services
www.usyd.edu.au/current_students



Student services

Student administration

Student services

Orientation

Student exchange

Activities and clubs

Accommodation

Transport and security

www.usyd.edu.au/current_students

Introduction

This booklet is an introduction to the extensive range of services that the University of Sydney provides to help students achieve their educational goals.

Students should visit www.usyd.edu.au/current_students for more detailed information about these services, which offer students personal, welfare, administrative, library, ICT and academic support. The MyUni student portal (accessible through www.usyd.edu.au/current_students) also links to support services for enrolled students.

Student support services are located on the Camperdown and Darlington campuses. In addition, a counsellor, international student counsellor, disability services officer and learning skills advisers are located on the Cumberland Campus. However, all University of Sydney students can access the Camperdown/Darlington services, regardless of which campus or other University location they are based at.

The Student Administration and Support division (www.usyd.edu.au/current_students) provides many of the support services available at the University. The University Library, the Information and Communications Technology team, faculty offices and student organisations also provide a wide range of services to students.

Remember that all formal email communication from the University will be sent to your University email address. If you are using another email account please ensure that you forward your University email to this account. If you need help to set up forwarding on your account, contact IT Assist (www.usyd.edu.au/ict/switch).



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Accommodation Service

The Accommodation Service helps students find off-campus accommodation. It maintains an extensive database of accommodation close to campus or with easy access to public transport.

The following accommodation options are available:

- shared accommodation
- rental properties
- full board (accommodation with meals provided)
- temporary/short-term accommodation
- accommodation in exchange for work.

The Accommodation Service also provides general information about:

- University-owned on-campus accommodation
- on-campus colleges, halls of residence and the Sydney University Village
- off-campus non-University student hostels
- hotels and hostels offering temporary accommodation close to the University
- tenancy advisory bodies and legal services
- second-hand furniture dealers and furniture rental companies
- accommodation on other campuses.

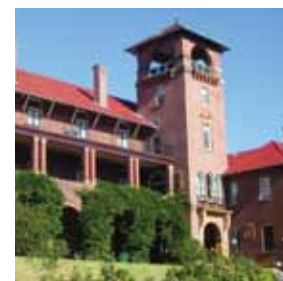
The Accommodation Service provides accommodation assistance to new international students at the beginning of each semester.

Contact

Level 5, Jane Foss Russell Building, G02
Darlington Campus
Phone: +61 2 9351 3312
Fax: +61 2 8627 8484
Email: accomm@stuserv.usyd.edu.au
Website: www.usyd.edu.au/accommodation

Office hours: 10am to 4pm
Monday to Friday

For more information click on the 'Accommodation' link on the 'Current students' website (www.usyd.edu.au/current_students).



Students once, alumni forever

Sydney alumni (Latin for 'graduates') play a vital role in the life of the University as volunteers, ambassadors, student role models, mentors and donors. Many of them have achieved eminence and fame in their chosen careers nationally and internationally.

During your time on campus, you will have many opportunities to meet and interact with individual alumni – many of your teachers and lecturers may themselves be alumni.

In addition, the alumni community (which numbers more than 160,000 people worldwide) is there to support you in your professional development during and after your University studies. It works closely with the student support services, the Careers Centre and the University of Sydney Union to develop an ever-increasing range of collaborative programs and services to enhance your student experience. It also offers a range of undergraduate and postgraduate research scholarships.

Contact

Alumni Relations Office
Room K6.06, The Quadrangle, A14
Camperdown Campus
Phone: + 61 2 9036 9222
Fax: + 61 2 9351 6868
Email: alumniadmin@vcc.usyd.edu.au
Website: www.usyd.edu.au/alumni

Office hours: 9am to 5pm Monday to Friday

For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).



The Careers Centre provides students with the tools to explore their career interests, options and goals as soon as they begin to study. Services are available free of charge to every enrolled student and new graduate, enabling them to find out about opportunities for graduate employment and casual or vacation work.

The Careers Resource Centre has a variety of information to help students research career options, write applications and find opportunities to increase their employability.

Other Careers Centre services include:

- careers fairs
- workshops
- guest presenter lectures
- faculty modules
- employer presentations
- one-to-one careers counselling.

More details are available at www.careers.usyd.edu.au

The centre also provides a 'Job Alert' database of job vacancies that are only available to University of Sydney students, 24 hours a day, 365 days a year. Students can sign up at www.careers.usyd.edu.au and have new jobs delivered to their inbox daily.

In 2008, some 20,000 students attended the Careers Centre's events or used its services. Over 1000 employers used the centre to target University of Sydney students and employers placed more than 4000 job advertisements on the Job Alert database. These job ads were emailed straight to 10,000 student subscribers.

Contact

Level 5, Jane Foss Russell Building, G02
Darlington Campus
Phone: +61 2 8627 8403
Fax: +61 2 8627 8477
Email: careers.information@usyd.edu.au
Website: www.careers.usyd.edu.au

Careers Resource Centre hours: 9am to 5pm Monday to Friday

For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).

Chaplaincy Centre

The Multifaith Chaplaincy Centre is located on Camperdown Campus. The centre hosts chaplains of Anglican, Assemblies of God, Baptist, Buddhist, Catholic, Coptic Orthodox, Greek Orthodox, Islamic, Jewish, Presbyterian, the Salvation Army and Uniting Church faiths.

A chaplain is a person (lay or ordained) who has been appointed by their faith community and is officially recognised by the University to provide spiritual support and pastoral care to students and staff on campus.

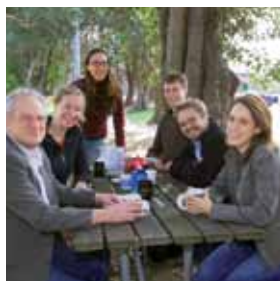
Chaplains are committed to helping people come to terms with questions of life and faith. They are professional women and men who provide support during times of personal crisis, spiritual direction, and opportunities for workshops and prayer. They also nurture faith, organise groups for discussion and support, conduct weddings and funerals, and work closely with particular student groups.

Anyone who is linked to the University – present or past students, staff or family members – can contact the chaplaincy service. Chaplains are not University employees, but they are part of the University's life. Their services on campus are free and confidential.

Contact

Multifaith Chaplaincy Centre, D11 (between University Ovals 1 and 2), Camperdown Campus
Phone/email: See the website below for contact details for individual chaplains
Website: www.usyd.edu.au/chaplains

Some of the chaplains are regularly available in the centre; you may need to telephone others in advance to make an appointment.



For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).

Child Care Information Office

Five child care centres operate on or near the Camperdown/Darlington and Cumberland campuses, catering for over 220 children aged from six weeks to five years. The centres are managed by qualified staff and provide programs that are developmentally appropriate and responsive to the needs of the individual child.

The Child Care Information Office is the first point of contact for students and staff looking for information about child care services such as:

- long day care
- occasional care
- vacation care
- family day care.

It can also provide general contacts for accessing information about government benefits and services.

Centres should be contacted individually for information on enrolment procedures or the length of waiting lists, as well as updated fees and eligibility for fee assistance.

See the website below for a list of centres.

Contact

Level 5, Jane Foss Russell Building, G02
Darlington Campus
Phone: +61 2 8627 8419
Fax: +61 2 8627 8482
Email: childc@stuserv.usyd.edu.au
Website: www.usyd.edu.au/child_care

Office hours: 9.30am to 4.30pm Monday to Friday



For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).

Computer Access Labs

The ICT Access Labs provide computers, internet and printing facilities for students. Each computer lab has friendly staff to help you access the computers and facilities in the lab.

The labs provide free computer use and limited free internet use, and charge cost price for printing and additional internet usage. Some additional services, such as scanning, are available in the lab located in the Fisher Library building.

The Information and Communications Technology (ICT) team also provides wireless access, home access to the internet via modem connection, and facilitates email and data storage services for students and staff.

These services can be set up either online or at the access labs. For help, contact the phone number below.

The labs also run free introductory classes during Orientation Week. See the website below for details.

More information

Phone: + 61 2 9351 6000 (8.30am to 6pm Monday to Friday)
Website: www.usyd.edu.au/ict/switch/labs

For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).



Counselling Service

Counsellors are qualified professionals who aim to help people fulfil their academic, individual and social goals. The Counselling Service helps students develop effective and realistic coping strategies and master essential study and life management skills.

Common student concerns include:

Study-related concerns

- doubts about course choice
- time management
- transition to university life
- motivation
- stress
- dealing with supervisors/ other group members.

Personal concerns

- living away from home
- self-esteem
- family issues
- physical or sexual abuse
- eating disorders/ body image issues
- sexuality issues
- relationship difficulties.

Mental health and wellbeing

- coping with depression and anxiety
- substance abuse
- traumatic experiences
- social fears
- self-harming behaviours
- grief and bereavement issues.

More information on each of these areas of concern is available on the Counselling Service website.

Students can make appointments for 50-minute sessions. Walk-in (25-minute) sessions are available for urgent problems every day from 11am to 3pm during semesters, and after-hours appointments are also available.

In addition, the service offers workshops each semester on a wide range of student concerns. These are open to local and international students, both undergraduate and postgraduate. There are specific workshops to help first-year students successfully adapt to university study. Workshops are also available to faculties on request.

Contact

Level 5, Jane Foss Russell Building, G02
Darlington Campus
Phone: +61 2 8627 8433
Fax: +61 2 8627 8482
Email: counsell@stuserv.usyd.edu.au

Ground Floor, A Block
Cumberland Campus
Phone: +61 2 9351 9638
Fax: +61 2 9351 9635
Email: cs.cumberland@stuserv.usyd.edu.au
Website: www.usyd.edu.au/counselling

For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).

Disability Services

Disability Services provides the principal point of contact and advice for students with disabilities. Disability Services staff work closely with academic and administrative staff to ensure that students receive reasonable adjustments in their study. They ensure that the needs of students with disabilities are met while encouraging support from all University staff.

Disability Services produces a number of publications explaining the disability support services available within the University. Students are encouraged to make contact with Disability Services prior to commencement or as early in their studies as possible.

Available help includes:

- assistive technology
- note-taking
- interpreters
- advocacy with academic staff to negotiate assessment and course requirement modifications where appropriate.

Students must register with Disability Services to receive assistance.

Contact

Level 5, Jane Foss Russell Building, G02
Darlington Campus
Phone: +61 2 8627 8422
Fax: +61 2 8627 8482
Email: disserv@stuserv.usyd.edu.au

Ground Floor, A Block
Cumberland Campus
Phone: +61 2 9351 9638
Fax: +61 2 9351 9635
Email: ds.cumberland@stuserv.usyd.edu.au
Website: www.usyd.edu.au/disability

For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).

Faculties

A faculty is a formal part of the University's academic governance structure, consisting mainly of academic staff and headed by a dean, who is responsible for all matters concerning the award courses the faculty supervises.

Usually, a faculty office or student centre deals with student or staff enquiries about courses, regulations, procedures, administration, and other questions about the University.

These offices can also help you find out who is the most appropriate associate dean or other faculty officer with whom to discuss any difficult situations, and advise you on student support services available at the University. There may also be departmental/school offices within each faculty.

More information

Refer to your faculty website for contact information:
www.usyd.edu.au/about/faculties_schools



Financial Assistance Office



Getting Around

The University has a number of loan funds and bursaries to assist students who experience financial difficulties. Assistance is not intended to provide the principal means of support but to help in emergencies and supplement other income.

Financial assistance:

- is available for undergraduate and postgraduate students enrolled at the University of Sydney in degree and diploma programs
- is for essential living and study expenses
- includes loans which are usually repayable within one year
- includes bursaries which may be awarded as part of a financial assistance package, depending on financial need and academic merit (average marks at credit level or higher)
- includes advertised bursaries that must be applied for separately by 30 April (see website for details)
- includes bursaries which are generally only available to local full-time undergraduate students.

Contact

Level 5, Jane Foss Russell Building, G02

Darlington Campus

Phone: +61 2 9351 2416

Fax: +61 2 8627 8480

Email: fao@stuserv.usyd.edu.au

Website: www.usyd.edu.au/financial_assistance

Office hours: 9.30am to 4.30pm Monday to Friday

For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).



The University has 10 different teaching campuses, located throughout the Sydney area.

CAMPUS	FACULTIES
Camperdown and Darlington campuses	Faculty of Agriculture, Food and Natural Resources Faculty of Architecture, Design and Planning Faculty of Arts Faculty of Economics and Business Faculty of Education and Social Work Faculty of Engineering and Information Technologies Faculty of Law (undergraduate) Faculty of Medicine Faculty of Pharmacy Faculty of Science Faculty of Veterinary Science The Sydney Summer School
Cumberland Campus	Faculty of Health Sciences
St James Campus	Faculty of Law (postgraduate)
Mallett Street Campus	Faculty of Nursing and Midwifery The Centre for English Teaching The NHMRC Clinical Trials Centre
Sydney Conservatorium of Music	The Sydney Conservatorium of Music
Sydney College of the Arts	Sydney College of the Arts (SCA)
Camden Campus	Faculty of Veterinary Science Faculty of Agriculture, Food and Natural Resources
Surry Hills Campus	Faculty of Dentistry
Burren Street Campus	Institute of Transport and Logistics Studies

Resources

The 'Current students' website provides a gateway to online University guides, directories and campus maps (www.usyd.edu.au/current_students/transport_security).

The site includes links to:

- campus information, including maps, contact details and parking information (www.usyd.edu.au/about/campuses)
- a building and campus directory (<http://db.auth.usyd.edu.au/directories/map/index.stm>)
- a disability access map, containing comprehensive information about accessible features on campus, such as tactile maps, accessible toilets, and lifts (www.facilities.usyd.edu.au/oam).



The University Health Service (UHS) offers a comprehensive and confidential general practitioner service and emergency medical care to all members of the University community.

'Walk-in' consultations are available on a 'wait-your-turn' basis (emergencies are given priority). University members can also make an appointment to see a specific doctor, have a routine consultation, treat a complex problem or treat several problems.

The UHS offers a choice of 12 doctors, male and female, all holding Vocational Registration with the Royal Australian College of General Practitioners. The service is accredited with Australian General Practice Accreditation Limited (AGPAL).

The UHS provides:

- treatment of illness, injury, and other physical problems
- assistance with emotional and personal difficulties
- women's health advice (gynaecological and breast examinations, pap smears, pregnancy, antenatal care, advice on terminations, etc)
- advice on contraception and sexually transmitted diseases
- routine medical examinations (cholesterol, blood pressure, etc)
- treatment of sports injuries, referral to sports specialists
- pathology testing, including blood tests
- travel medicine, advice and immunisation
- immunisation for students undertaking courses of study associated with health risks
- advice and assistance for students with examination difficulties
- special arrangements for students with disabilities
- referral to specialists and X-ray services
- recreational and occupational diving medicals.

The UHS bills Medicare (Worldcare OSHC or Medibank Private OSHC for international students) directly for the cost of most consultations. Students should take their current valid Medicare card or OSHC card on each visit.

Contact

Darlington Campus: Level 3 Wentworth Building, G01 Phone: +61 2 9351 3484 Fax: +61 2 9351 4110	Camperdown Campus: Main Entrance Holme Building, A09 Phone: +61 2 9351 4095 Fax: +61 2 9351 4338
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After hours GP care: +61 2 9395 2165

Email: director@unihealth.usyd.edu.au
Website: www.unihealth.usyd.edu.au

The International Office (IO) provides advice and assistance relating to academic programs for international students. It offers a wide range of services, including the following:

Advisers

Our advisers are on hand to help international students with the practical issues that living and studying in Australia may present.

Application and enrolment

The IO administers applications and admissions to the University of Sydney.

Exchange

The University of Sydney administers student exchange programs with universities all over the world.

www.usyd.edu.au/studentexchange

Finance

Our finance department can assist you in your payment of tuition fees and certain other study-related costs.

www.usyd.edu.au/future_students/international_undergraduate/costs_scholarships/fees

International student loans

Citizens or dual citizens of Canada, the United Kingdom or the United States of America may be eligible to apply for a government or private loan. www.usyd.edu.au/future_students/international_undergraduate/costs_scholarships/loans

Scholarships

A limited number of international scholarships are available.

www.usyd.edu.au/future_students/international_undergraduate/costs_scholarships/scholarships

Student visas and visa compliance

The IO can offer advice on student visa issues to ensure that you comply with Department of Immigration and Citizenship regulations. For advice, email compliance@io.usyd.edu.au

Please also refer to information about the International Student Support Unit (page 20).

Contact

Level 4, Jane Foss Russell Building G02
Darlington Campus
Phone: +61 2 8627 8300
Fax: +61 2 8627 8387
Email: info@io.usyd.edu.au
Website: www.usyd.edu.au/internationaloffice

For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).

International Student Support Unit

The International Student Support Unit (ISSU) aims to help international students develop successful strategies for coping with the challenges of living and studying in an unfamiliar culture, to achieve success in their studies and to make the experience of being an international student rewarding and enjoyable.

ISSU's student counsellors are qualified professionals with extensive experience in cross-cultural counselling. They provide an integrated service to international students and their families, which includes free and confidential counselling, welfare advice, information, and assistance with accessing other support services and resources on campus and in the community.

ISSU counsellors can help with a wide range of issues, including:

- cultural adjustment/ culture shock
- anxiety
- depression
- eating disorders
- stress
- lack of motivation
- family and relationship problems
- accommodation issues
- special consideration
- family visit invitation and preparation for returning home.

Other ISSU services include pre-departure information, on-arrival information sessions and an orientation program for new international students. There is also a program of social and cultural activities which runs throughout the year.

Contact

Level 5, Jane Foss Russell Building, G02
Darlington Campus
Phone: +61 2 8627 8437
Fax: +61 2 8627 8482
Email: info@issu.usyd.edu.au

Ground Floor A Block
Cumberland Campus
Phone: +61 2 9351 9638
Fax: +61 2 9351 9635
Email: issu.cumberland@stuserv.usyd.edu.au
Emergency after-hours phone: 1800 063 487
(free call within Australia)
Website: www.usyd.edu.au/issu

You can make an appointment to see a counsellor by telephone or email, or by coming in to our office (open 9am to 5pm, Monday to Friday). Campus Security (see page 26) can help you contact a counsellor in the event of after-hours emergencies.

Koori Centre

The Koori Centre provides educational and support facilities for Indigenous Australian students at the University of Sydney.

The Koori Centre offers away-from-base (block-mode) courses in the Diploma in Education (Aboriginal) and the Bachelor of Education (Secondary: Aboriginal Studies), and also teaches a number of units of study in the Faculty of Arts and the Faculty of Education and Social Work.

The centre also administers the Cadigal Special Entry Program, Indigenous Tutorial Assistance Scheme (ITAS), and several undergraduate and postgraduate scholarships which are offered at various times throughout the academic year.

At the Koori Centre, Aboriginal and Torres Strait Islander students have access to a research library, computer room, photocopying facilities, study spaces, tutorial room and a common room with a fully equipped kitchen. Indigenous and non-Indigenous staff are also available to provide students with academic advice, pastoral care, and personal and cultural support.

Contact

Room 223, Lower Ground Level
Old Teachers' College Building, A22
Camperdown Campus
Phone: +61 2 9351 2046 or 1800 622 742
(free call within Australia)
Fax: +61 2 9351 6923
Email: koori@koori.usyd.edu.au
Website: www.koori.usyd.edu.au

For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).



Learning Centre

The Learning Centre helps students develop the broad range of academic skills that are necessary for successful university study. It is committed to helping students achieve their academic potential throughout their undergraduate and postgraduate studies. Services include:

- central program of workshops
- faculty program
- workshops for English language and learning
- Individual Learning Program (ILP)
- print-based and online learning resources.

The central program includes workshops in study skills, academic reading and writing, oral communication, examination skills and postgraduate research writing skills. There are specific workshops to help first-year students make a successful transition to university study.

The centre also cooperates with faculties and other units of the University to design and provide programs for students that suit the specific demands of particular degree courses.

Contact

Level 7,
Education Building, A35
Camperdown Campus
Phone: +61 2 9351 3853
Fax: +61 2 9351 4865
Email:
learningcentre@usyd.edu.au

Ground Floor, A Block
Cumberland Campus
Phone: +61 2 9351 9638
Fax: +61 2 9351 9635
Email:
lc.cumberland@usyd.edu.au
Website:
[www.usyd.edu.au/
learning_centre](http://www.usyd.edu.au/learning_centre)

For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).



Library

The University of Sydney Library is a network of many subject-specialist libraries located on several campuses, with all sites operating on a single integrated library system. The library website (www.library.usyd.edu.au) provides access to services and resources, anywhere at anytime, and details the locations, opening hours and subject specialities of the libraries.

Resources

Over five million items are available via the library catalogue, including more than 68,000 electronic journals and 280,000 electronic books. Past exam papers are also online. Reading list items are available via a reservation service and are becoming increasingly available in electronic form.

<http://opac.library.usyd.edu.au>

Borrowing

Enrolled students are entitled to borrow from any of the University libraries, using their student card as a library borrower card.

www.library.usyd.edu.au/borrowing

Services and facilities

Library staff are always available to support students in their studies – online or in person.

www.library.usyd.edu.au/contacts

- Specialist faculty liaison librarians are available for all discipline areas and will provide training in finding high quality information. www.library.usyd.edu.au/contacts/subjectcontacts.html
- Courses cover a range of skills including research methodology, database searching, effective use of the internet and the use of reference management software. www.library.usyd.edu.au/skills

Library facilities include individual and group study spaces, computers, printers, multimedia equipment, photocopiers and adaptive technologies.

Contact

Phone: +61 2 9351 2993

Fax: +61 2 9351 2890

Email: please see the library website for email addresses

Website: www.library.usyd.edu.au

For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).

Mathematics Learning Centre

The Mathematics Learning Centre assists eligible undergraduate students to develop the mathematical knowledge, skills and confidence that are needed for studying mathematics or statistics at University.

The centre provides a flexible learning environment where eligible students can:

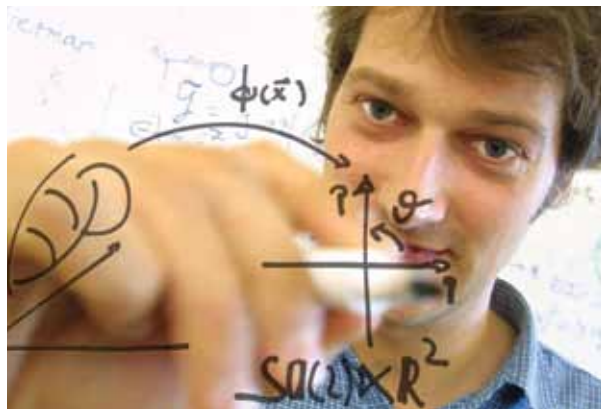
- seek advice on the mathematics knowledge that is assumed for their course and possible ways of gaining that knowledge
- receive one-to-one assistance at the drop-in centre
- join a small group tutorial of students in their unit of study
- use the self-paced study materials developed by the centre.

The centre also assists eligible students from non-English speaking backgrounds to adjust to the study of mathematics in English.

Contact

Room 441, Level 4, Carslaw Building, F07
Camperdown Campus
Phone: +61 2 9351 4061
Fax: +61 2 9351 5797
Email: mlc@mail.usyd.edu.au
Website: www.usyd.edu.au/maths_learning_centre

For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).



Scholarships & Prizes Office

The Scholarships & Prizes Office provides a wide variety of support for students who are already enrolled at the University of Sydney. See www.usyd.edu.au/scholarships for information, online resources and application forms.

The major scholarship programs are:

- University of Sydney Access Scholarships for new and continuing undergraduate students displaying academic merit who have suffered some form of educational disadvantage. Applications are due in September.
- Specific Background Scholarships are available to students with particular backgrounds or who are studying particular courses. Applications open in March.
- University of Sydney Academic Excellence Awards for students who excel in their undergraduate studies. No application is required.
- University of Sydney Honours Scholarships for students enrolling in an honours program that involves an additional year to a normal bachelor's degree. Applications are due in October of the year preceding honours.
- Graduate Entry Program Scholarships are available to students entering Graduate Law, Bachelor of Dentistry, University of Sydney Medical Program or Teaching Degree. Applications are due in January each year.

There are hundreds of prizes awarded for merit in various subjects throughout the University which do not require an application. There are also a number of composition prizes in various fields, such as literature, music, poetry, history, classics and politics. Applications open in May.

Contact

Level 5, Jane Foss Russell Building, G02
Darlington Campus
Phone: +61 2 8627 8450
Fax: +61 2 8627 8485
Email: scholarships.reception@usyd.edu.au
Website: www.usyd.edu.au/scholarships



For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).

Security Services



The role of Security Services is to support the student experience by ensuring a secure campus environment so that students and staff can live, work, study and participate in the University community in a safe manner. It is the only part of the University that operates 24 hours a day, seven days a week. Students can call on Security Services for security support or assistance at any time.

Security staff patrol the University's Camperdown and Darlington campuses continually and are easily identified by their uniforms.

Security Services is the University's emergency first response agency. You should report any emergency incident to Security Services, who will advise other emergency services as necessary from the control room.

The phone number **(02) 9351 3333 (13333** from an internal phone) is an emergency number only – you can report any emergency through this number or by using an emergency help point. For other matters call the enquiries number below.

Security Services patrols will respond to any emergency immediately, and usually attend in less than five minutes. Officers are fully trained in first aid, first-response fire fighting, evacuation techniques and situation management for security incidents.

Security Services also supplies buses to transport staff and students around the campus and to Redfern railway station. If you ever feel unsafe at night you can ring the enquires number to arrange for an officer to escort you wherever you need to go.

Contact

Services Building, G12
Darlington Campus
Phone: +61 2 9351 3487 or 1800 063 487
(free call within Australia)
Fax: +61 2 9351 4555
Email: patrol@usyd.edu.au
Website: www.security.usyd.edu.au

For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).

Staff and Student Equal Opportunity Unit

The University of Sydney is committed to providing a work and study environment that is free from harassment and discrimination – behaviours that have a damaging effect on the quality of University life and individual performance.

The University maintains policies and procedures that uphold the right of every student and employee to study or work in an environment that is free from discrimination and harassment, and to be treated with dignity and respect, irrespective of their background, beliefs or culture.

A team of officers provide students with advice and support in the event of problems, concerns or complaints relating to harassment or discrimination. A list of these officers and the University's Harassment and Discrimination Prevention Policies and Resolution Procedure are available from the Staff and Student Equal Opportunity Unit (details below).

The University also has a manager of Harassment and Discrimination Resolution, whose role is to resolve staff and student concerns, problems and complaints relating to discrimination and harassment quickly, fairly, and confidentially, in accordance with the University's Resolution Procedure.

Contact

The Demountables, H11
Darlington Campus
Phone: +61 2 9351 2212
Fax: +61 2 9351 3195
Email: admin@eeo.usyd.edu.au
Website: www.usyd.edu.au/eeo

For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).



Student Centre

The Student Centre provides the following core student administration services:

- academic records, including examination results
- processing undergraduate admissions, including special admissions
- examinations
- exclusions
- HECS and local fee administration
- systems management, including key aspects of enrolment and pre-enrolment
- timetabling
- graduations.

Contact

Level 3, Jane Foss Russell Building, G02

Darlington Campus

Phone: +61 2 8627 8200

Fax: +61 2 8627 8279

Email: student.centre@usyd.edu.au

Website: www.usyd.edu.au/student_centre

Service counter opening hours: 9am to 5pm, Monday to Friday

Faculty of Health Sciences

The Student Administration Unit provides prospective and enrolled students with information and advice on the various courses offered by the faculty, manages student records and administers admissions, enrolment, examinations and graduations.



Contact

Student Administration Unit

Faculty of Health Sciences

Ground Floor, A Block

Cumberland Campus

Phone: +61 2 9351 9161

Fax: +61 2 9351 9412

Website: www.fhs.usyd.edu.au/current_students

For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).

The Sydney Summer School

The Sydney Summer School is a full-fee paying, award program of intense study running over three sessions from December to February each year. Most classes start in the first week of January and run for six weeks, plus one exam week. A Winter School also runs for four weeks in July.

Any currently enrolled student from any tertiary institution in Australia or overseas who meets the prerequisites for the subject can enrol online. Fees are the same as those for normal semesters.

In 2008 nine faculties offered over 130 subjects from both undergraduate and graduate programs, including some online and offshore study tours. Most subjects have fixed quotas and fill quickly.

Faculties that offered courses were Architecture, Arts, Science, Economics and Business, Education and Social Work, Health Sciences, Law, Pharmacy and Medicine. The Winter School is smaller, offering approximately 40 subjects.

Students attend the Summer School or Winter School to:

- accelerate their program and complete ahead of time, allowing international students to return home sooner and save on living costs
- get a head start to their degree
- reduce their workload throughout the year
- repeat units of study
- take a unit that does not fit into their timetable, or is outside their normal program
- study one subject intensely.

Scholarships

Students encountering financial and educational disadvantage can apply for scholarships.

Merit Prizes

Three merit prizes of \$2000 each are awarded to the undergraduate student who gains the highest mark in Arts, Economics and Business and Science subjects. Economics and Business also offer a merit prize for postgraduates.

Contact

Room N228, Institute Building, H03

Darlington Campus

Phone: +61 2 9351 5542

Fax: +61 2 9351 5888

Email: info@summer.usyd.edu.au

Website: www.summer.usyd.edu.au

For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).

Transition to University



Starting university study brings both opportunities and challenges. A successful transition is important in developing a sense of belonging and better academic adjustment and success. The University of Sydney seeks to facilitate students' successful transition through a wide range of programs and activities:

Faculty activities

Faculty-based welcomes and orientation activities are scheduled each year to provide transition support for commencing students. See faculty websites for information.

Indigenous Australian students

The Koori Centre (see page 21) has a Welcome Day for Indigenous Australian students. The centre encourages all Indigenous students to make contact with it.

International students

The International Student Support Unit (ISSU) (see page 20) offers orientation activities that particularly focus on the needs of newly arrived international students. The ISSU activities take place prior to SWOT and O-Week events so that international students can also participate fully in the general University orientation.

Postgraduate students

Postgraduate students are supported by their faculties in transitioning to postgraduate study at the University.

Summer School students

The Sydney Summer School runs an orientation program for Summer School students in early January each year.

Undergraduate students

Semester One

The Sydney Welcome Orientation and Transition (SWOT) program offers all commencing undergraduate students an opportunity to learn more about the University. During the week preceding Semester One, they can get to know the University, develop key skills for success, discover other resources for getting the most out of university life, and develop a sense of belonging. Many SWOT events are conducted at the same time as O-Week, organised by the University of Sydney Union and other student organisations. First-year activities are scheduled throughout the semester by the faculties and student support services.

For more information, refer to 'Support all year round' on the opposite page.

Semester Two

At the beginning of Semester Two, the SWOT (Re)Orientation website provides an opportunity to find out more about student support services for commencing students and students who may have missed out on SWOT activities earlier in the year. The first-year activities scheduled by the faculties and student support services continue in Semester Two. For more information, please refer to 'Support all year round' below.

University of Sydney Union O-Week

Semester One

O-Week is a three-day orientation event organised by the University of Sydney Union (USU) and other student organisations in the week preceding Semester One. O-Week provides an opportunity to find out about student clubs and societies available at the University and the services and activities of the student organisations.

Semester Two

The USU schedules orientation activities in Semester Two, which provide another opportunity to find out about student clubs and societies.

Support all year round

Transition support continues throughout the academic year with activities for first-year students within faculties.

All University student support services are available to help students to become active independent learners and to successfully manage any crisis or challenge that may arise. Seminars and workshops focused on the needs of first-year students are provided by the Learning Centre and Counselling Service.

More information

The 'Current students' website provides online information and access to services for enrolled students throughout the year. www.usyd.edu.au/current_students

The SWOT website goes live before each semester begins. During this period, the website can be accessed via the 'Orientation' link on the 'Current students' website. www.usyd.edu.au/current_students/orientation

For more information click on the 'Orientation' link on the 'Current students' website (www.usyd.edu.au/current_students).

Workplace experience – SydneyTalent

SydneyTalent is a new initiative of the University of Sydney that offers students the opportunity for meaningful, paid employment and work-related development.

SydneyTalent offers flexible work hours, fair market remuneration, and valuable experience, helping students to develop vital broad and specialised skills in a practical environment related to their academic field.

While working with SydneyTalent, you can take advantage of our unique learning and development programs, tailored to enhance your workplace skills and increase your professional competence.

- WorkReady Orientation™ introduces students to the practical knowledge they need to immediately contribute in the workplace.
- WorkReady Essentials™ provides students with five face-to-face interactive training modules designed to develop the life and work skills that are key to success.
- WorkPlace Performance Development™ helps students formalise their ideal development path, giving them constructive feedback and clear objectives as they explore the beginning of their professional career.

With SydneyTalent, students can create lasting relationships, connect with potential long-term employers, and gain practical knowledge. They will leave the University of Sydney with a well-rounded perspective and professional experience, as well as their degree.

Contact

Phone: +61 2 8627 8000

Fax: +61 2 8627 8630

Email: sydney.talent@usyd.edu.au

Website: www.sydneytalent.com.au



For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).

Yooroang Garang

Yooroang Garang is an Indigenous student support unit located at the Faculty of Health Sciences on the Cumberland Campus.

Yooroang Garang facilitates entry to the University for Indigenous students through the Cadigal Access Program. It provides academic tutorial support, academic advocacy, assistance with scholarship and cadetship applications, and personal and cultural support for all Indigenous students studying at the Cumberland Campus.

Yooroang Garang offers Indigenous students a common room, computer laboratory, photocopying facilities and tutorial rooms for private study and group tutorials.

Contact

4th Floor, T Block, C43T

Faculty of Health Sciences

Cumberland Campus

Phone: +61 2 9351 9393 or

1800 000 418 (free call within Australia)

Email: yginfo@usyd.edu.au

Website: www.fhs.usyd.edu.au/yooroang_garang

For more information click on the 'Student services' link on the 'Current students' website (www.usyd.edu.au/current_students).





**The
University
of Sydney**

Student administration

Student services

Orientation

Student exchange

Activities and clubs

Accommodation

Transport and security

For more information

Website: www.usyd.edu.au/current_students

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