

# STUDENT SERVICES 2010



THE UNIVERSITY OF  
**SYDNEY**



You can access information about the support services offered by the University of Sydney by visiting [sydney.edu.au/current\\_students](https://sydney.edu.au/current_students)

This website covers the following areas:

Student administration

Student services

Orientation

Student exchange

Student life

Accommodation

Transport and security



## INTRODUCTION

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

Students can visit [sydney.edu.au/current\\_students](https://sydney.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 [sydney.edu.au/current\\_students](https://sydney.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, an international student counsellor, a disability services officer and learning skills advisers are located on the Cumberland Campus. As a University of Sydney student, you can access the Camperdown/Darlington services regardless of which campus or other University location you are based at.

The Student Administration and Support division 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 at [sydney.edu.au/ict/switch](https://sydney.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

**T** +61 2 9351 3312

**E** [accommodation.info@sydney.edu.au](mailto:accommodation.info@sydney.edu.au)

[sydney.edu.au/accommodation](http://sydney.edu.au/accommodation)

Office hours: 10am to 4pm Monday to Friday

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

## ALUMNI

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 170,000 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

T +61 2 9036 9222

E [alumni.office@sydney.edu.au](mailto:alumni.office@sydney.edu.au)

[sydney.edu.au/alumni](http://sydney.edu.au/alumni)

Office hours: 9am to 5pm Monday to Friday

## CAREERS CENTRE

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 [sydney.edu.au/careers](http://sydney.edu.au/careers)

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 [sydney.edu.au/careers](http://sydney.edu.au/careers) and have new jobs delivered to their inbox daily.

In 2009, around 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 2750 job advertisements on the Job Alert database. These job ads were emailed directly to 8000 student subscribers.

### CONTACT

Level 5, Jane Foss Russell Building, G02

Darlington Campus

T +61 2 8627 8403

E [careers.information@sydney.edu.au](mailto:careers.information@sydney.edu.au)

[sydney.edu.au/careers](http://sydney.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  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.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 and Uniting Church faiths, as well as the Salvation Arm .

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  
[sydney.edu.au/chaplains](http://sydney.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. See the website above for contact details for individual chaplains.

## 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  
T +61 2 8627 8419  
E [child.care@sydney.edu.au](mailto:child.care@sydney.edu.au)  
[sydney.edu.au/child\\_care](http://sydney.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  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)





## COMPUTER ACCESS LABS

The Information and Communications Technology (ICT) Access Labs provide students with on-campus computer, internet and printing facilities. There are 15 labs, across several campuses. Face-to-face IT support is provided at major locations on campus.

At present, the labs offer free use of computers, limited free internet, along with charge cost pricing for printing and unlimited internet usage. Some additional services, such as scanning and colour printing, are also available.

The ICT Access Labs team also provide free assistance with wireless access, home access to the internet via modem connection and University email. These services can be set up either online or at the access labs.

The labs also run free introductory training sessions on computers, Office 2007 and the University's Teaching and Learning portals during Orientation Week. See the website below for details.

### MORE INFORMATION

T +61 2 9351 6000 (8am to 9pm Monday to Friday)

E [access.labs@sydney.edu.au](mailto:access.labs@sydney.edu.au)

[sydney.edu.au/accesslabs](http://sydney.edu.au/accesslabs)

## 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** (eg doubts about course choice, time management, dealing with supervisors)
- **personal concerns** (eg living away from home, family issues, physical or sexual abuse, relationship difficulties)
- **mental health and wellbeing concerns** (eg coping with depression, substance abuse, dealing with grief).

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 semester. 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

T +61 2 8627 8433

E [counselling.service@sydney.edu.au](mailto:counselling.service@sydney.edu.au)

Ground Floor, A Block,  
Cumberland Campus

T +61 2 9351 9638

E [cumberland.cs@sydney.edu.au](mailto:cumberland.cs@sydney.edu.au)

[sydney.edu.au/counselling](http://sydney.edu.au/counselling)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.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 aim to ensure that the needs of students with disabilities are met while encouraging support from all University staff.

The Disability Services website and brochures explain 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  
T +61 2 8627 8422  
E [disability.services@sydney.edu.au](mailto:disability.services@sydney.edu.au)

Ground Floor, A Block  
Cumberland Campus  
T +61 2 9351 9638  
E [cumberland.ds@sydney.edu.au](mailto:cumberland.ds@sydney.edu.au)

[sydney.edu.au/disability](http://sydney.edu.au/disability)



## 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:  
[sydney.edu.au/about/faculties\\_schools](http://sydney.edu.au/about/faculties_schools)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)



## FINANCIAL ASSISTANCE SERVICE

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 to local undergraduates 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).

### CONTACT

Level 5, Jane Foss Russell Building, G02  
Darlington Campus

T +61 2 9351 2416

E [financial.assistance@sydney.edu.au](mailto:financial.assistance@sydney.edu.au)

[sydney.edu.au/financial\\_assistance](http://sydney.edu.au/financial_assistance)

Office hours: 9.30am to 4.30pm Monday to Friday

## GETTING AROUND

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

CAMPUSES	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 (Sydney Law School) Faculty of Medicine (Sydney Medical School) 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 (teaching spaces only)
MALLET STREET CAMPUS	Faculty of Nursing and Midwifery
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	Faculty of Economics and Business

## RESOURCES

The 'Current students' website ([sydney.edu.au/current\\_students/transport\\_security](http://sydney.edu.au/current_students/transport_security)) provides a gateway to online University guides, directories and campus maps.

The site includes links to:

- campus information, including maps, contact details and parking information
- a building and campus directory
- a disability access map, containing comprehensive information about accessible features on campus, such as tactile maps, accessible toilets, and lifts.

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

## HEALTH SERVICE

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

Usually patients are seen by appointment. For a routine consultation an appointment is necessary. A 'walk-in' service is available for people needing urgent attention. It gives priority to emergencies; otherwise, it operates on a 'wait-your-turn' basis.

The UHS offers a choice of 14 doctors, male and female, all registered with the Royal Australian College of General Practitioners (RACGP). The UHS is an accredited general practice, and is independently assessed against RACGP standards.

The UHS bills Medicare (Worldcare OSHC for international students) directly for the cost of most consultations. Students should bring their Medicare Card or Worldcare OSHC card on each visit.

### CONTACT

UHS Wentworth  
(Darlington Campus)  
Level 3  
Wentworth Building, G01  
T +61 2 9351 3484

UHS Holme  
(Camperdown Campus)  
Main Entrance  
Holme Building, A09  
T +61 2 9351 4095

For after hours GP care (5.30pm to 10pm):  
T +61 2 9395 2165

For an after hours home visit:  
T +61 2 8724 6300  
– weeknights 6pm to 8am  
– weekends 12pm Saturday to 8am Monday  
– public holidays 24 hours

E [director@unihealth.usyd.edu.au](mailto:director@unihealth.usyd.edu.au)  
[sydney.edu.au/unihealth](http://sydney.edu.au/unihealth)

## INTERNATIONAL OFFICE

The International Office (IO) provides international students with a wide range of advice and help relating to academic programs.

**Advisers:** IO advisers are available to help international students with the practical issues relating to living and studying in Australia. Please also refer to information about the International Student Support Unit (page 18).

**Application and enrolment:** The IO administers international students' applications and admission to the University of Sydney.

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

**Finance:** Our finance department can help advise students about payment of tuition fees and certain other study-related costs.

**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.

**Scholarships:** A limited number of international scholarships are available.

**Student visas and visa compliance:** The international student advisers can offer advice on student visa issues to ensure that you comply with Department of Immigration and Citizenship regulations. For advice, email [io.studentadviser@sydney.edu.au](mailto:io.studentadviser@sydney.edu.au)

### CONTACT

Level 4, Jane Foss Russell Building G02  
Darlington Campus  
T +61 2 8627 8300

E [io.info@sydney.edu.au](mailto:io.info@sydney.edu.au)

[sydney.edu.au/internationaloffice](http://sydney.edu.au/internationaloffice)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

## INTERNATIONAL STUDENT SUPPORT UNIT

The International Student Support Unit (ISSU) helps international students develop successful strategies to cope with the challenges of living and studying in an unfamiliar culture, to achieve success in their studies and to make their experience here 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, anxiety and depression, stress, eating disorders, family and relationship problems, accommodation concerns, 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. A program of social and cultural activities runs throughout the year.

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).

### CONTACT

Level 5, Jane Foss Russell Building, G02  
Darlington Campus  
T +61 2 8627 8437  
E [issu.info@sydney.edu.au](mailto:issu.info@sydney.edu.au)

Ground Floor A Block  
Cumberland Campus  
T +61 2 9351 9638  
E [cumberland.issu@sydney.edu.au](mailto:cumberland.issu@sydney.edu.au)

Emergency after-hours  
T 1800 063 487 (free call within Australia), or contact  
Campus Security (see page 24).

[sydney.edu.au/issu](http://sydney.edu.au/issu)



## KOORI CENTRE

The Koori Centre provides programs, services and facilities to encourage and support the involvement of Indigenous Australians in all aspects of tertiary education at the University of Sydney.

The centre provides tutorial assistance, access to computers, an Indigenous Research Library, study space, an orientation program at the beginning of the year and help with study and learning skills.

The centre also promotes understanding and respect for Indigenous Australian people, their knowledge and their cultures by offering academically challenging and professional relevant units in Indigenous Australian studies.

### CONTACT

Room 224, Lower Ground Level  
Old Teachers' College Building, A22  
Camperdown Campus  
T +61 2 9351 2046  
T 1800 622 742 (free call within Australia)  
E [koori.centre@sydney.edu.au](mailto:koori.centre@sydney.edu.au)  
[sydney.edu.au/koori](http://sydney.edu.au/koori)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.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  
T +61 2 9351 3853  
E [learning.centre@sydney.edu.au](mailto:learning.centre@sydney.edu.au)

Ground Floor, A Block  
Cumberland Campus  
T +61 2 9351 9638  
E [cumberland.lc@sydney.edu.au](mailto:cumberland.lc@sydney.edu.au)

[sydney.edu.au/lc](http://sydney.edu.au/lc)

## LIBRARY

The University Library supports your study and research needs with a wide range of resources and services. The library is actually a network of many subject-specialist libraries located on several campuses, with all sites operating through a single integrated library system.

The library's website provides 24-hour access to services and resources and details the locations, opening hours and subject specialties of the libraries.

**Resources:** Over 5 million items are available via the library catalogue, including more than 70,500 electronic journals and 326,000 electronic books. In addition we provide access to over 1.7 million digital theses from Australia and around the world. Past exam papers are also available online. Reading list items can be accessed via a reservation service and are becoming increasingly available in electronic form.

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

**Specialised support:** Specialist faculty liaison librarians are available for all discipline areas and will provide training in finding high quality information.

Courses cover a range of skills including research methodology, database searching, effective use of the internet and the use of reference management software.

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

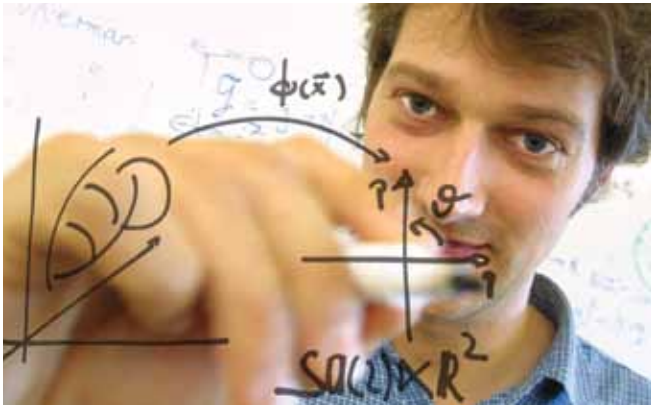
For more information about these and other services, contact the library, or visit our website.

### CONTACT

T +61 2 9351 2993  
E see [sydney.edu.au/library](http://sydney.edu.au/library) for email addresses  
[sydney.edu.au/library](http://sydney.edu.au/library)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.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 the 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 tutorial group in their unit of study
- use the centre's self-paced study materials.

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,  
Carlaw Building, F07  
Camperdown Campus  
T +61 2 9351 4061

E [mlc.enquiries@sydney.edu.au](mailto:mlc.enquiries@sydney.edu.au)  
[sydney.edu.au/mlc](http://sydney.edu.au/mlc)

## SCHOLARSHIPS & PRIZES OFFICE

The Scholarships and Prizes Office provides a wide variety of support for students who are enrolled at the University of Sydney. The major scholarship programs are as follows.

- **University of Sydney Access Scholarships** for undergraduates who display academic merit and who have suffered financial or other form of educational disadvantage. Applications due September.
- **Specific background scholarships** for 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 due 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 due January each year.

There are hundreds of prizes awarded for merit in various subjects across the University which do not require an application. There are also a number of composition prizes in various fields (eg literature, music, poetry, history, classics and politics). Applications open in May. In addition, hundreds of faculty and external scholarships are advertised during the year. See the office's website for more information, online resources and application forms.

### CONTACT

Level 5, Jane Foss Russell Building, G02  
Darlington Campus  
T +61 2 8627 8450

E [scholarships.reception@sydney.edu.au](mailto:scholarships.reception@sydney.edu.au)  
[sydney.edu.au/scholarships](http://sydney.edu.au/scholarships)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

## SECURITY SERVICES

The University's Security Services support the student experience by ensuring a secure campus environment so that students and staff can live, work and study in a safe manner. Students can call on Security Services for help at any time, 24 hours a day, seven days a week.

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.

Security Services staff wear easily identified uniforms. They patrol the University's Camperdown and Darlington campuses continually. They 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 operate buses to transport staff and students to Redfern railway station from about 4pm to 10pm Monday to Friday. If you ever feel unsafe at night you can ring the Security Services enquiry number to arrange for an officer to escort you wherever you are, depending on operational demands.

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 located across campus. For other matters call the enquiries number – 9351 3487.

### CONTACT

Services Building, G12

Darlington Campus

**T** +61 2 9351 3487 (enquiries)

**T** 1800 063 487 (enquiries, free call within Australia)

**E** security.patrol@sydney.edu.au

[sydney.edu.au/security](http://sydney.edu.au/security)



## 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 can damage the quality of university life and individual performance.

The University operates 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. All students should make themselves aware of the Student Code of Conduct which sets out these expectations.

A team of officers (the harassment and discrimination support 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, as well as the University's Harassment and Discrimination Policy and Staff Bullying Policy, are available on the University's website and from the Staff and Student Equal Opportunity Unit (details below).

### CONTACT

The Demountables, H11

Darlington Campus

**T** +61 2 9351 2212

**E** equal.opportunity@sydney.edu.au

[sydney.edu.au/eoo](http://sydney.edu.au/eoo)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)



## STUDENT CENTRE

The Student Centre provides the following important 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

T +61 2 8627 8200

E [student.centre@sydney.edu.au](mailto:student.centre@sydney.edu.au)

[sydney.edu.au/student\\_centre](http://sydney.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 Central Office

Faculty of Health Sciences

F Block

Cumberland Campus

T +61 2 9351 9161

[sydney.edu.au/health\\_sciences/current\\_students](http://sydney.edu.au/health_sciences/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. A smaller Winter School also runs for four weeks in July. Classes can be online, face to face or held as a study tour overseas.

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 2009 nine faculties offered more than 145 subjects from undergraduate and graduate programs, including some online and offshore study tours. Most subjects have fixed quotas and fill quickly.

By attending the Summer School or Winter School, students can accelerate their program and complete ahead of time, allowing international students to return home sooner and save on living costs.

Students may also get a head start to their degree, reduce their workload throughout the year, or repeat units of study. Alternatively they can take a unit that does not fit into their timetable, or is outside their normal program.

**Scholarships:** Students who face 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 subjects offered by the faculties of Arts, Economics and Business, and Science. The Faculty of Economics and Business also offers a merit prize of \$2000 for postgraduates.

### CONTACT

Room N228, Institute Building, H03

Darlington Campus

T +61 2 9351 5542

E [summer.info@sydney.edu.au](mailto:summer.info@sydney.edu.au)

[sydney.edu.au/summer](http://sydney.edu.au/summer)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

## TRANSITION TO UNIVERSITY

The University of Sydney aims to help you successfully adjust to university study through a wide range of programs and activities at the beginning of each semester.

Student support services are also available all year round to help you manage your academic life, develop a sense of belonging and manage any challenges that arise.

For details of useful resources see [www.sydney.edu.au/orientation](http://www.sydney.edu.au/orientation)

### ORIENTATION PROGRAM

The University runs an orientation program at the beginning of each semester to help new undergraduate students understand more about university life.

#### Semester One

The Semester One program helps students develop key skills and discover resources that can help them get the most out of university life. Students can also develop a connection with the University and find their way around campus. Specific orientation activities include:

- faculty-based welcomes and orientation activities that help students find out more about their faculty
- student welcomes which include the University Welcome to all students as well as specific orientation sessions for Indigenous Australian students, mature age students, country and interstate students, and students with disabilities
- a range of tours, academic skills workshops and information sessions about student life.

#### Semester Two

At the beginning of Semester Two, the University provides online resources and guidance to new students to help them learn more about the support services available.

See [sydney.edu.au/orientation](http://sydney.edu.au/orientation) for more information about University Orientation programs.



### 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. O-Week runs at the same time as the University's main Orientation program, and gives students an opportunity to find out about student clubs and societies, the services of the student organisations and take part in social activities.

#### Semester Two

The USU holds a one-day orientation in Semester Two, providing new students with the opportunity to find out about clubs and societies and take part in social events.

### OTHER STUDENT SUPPORT

#### International students

The International Student Support Unit (ISSU) (see page 18) offers a full orientation program for new international students. The ISSU activities take place before the University orientation so that international students can participate in both programs.

#### Postgraduate students

Postgraduate students are supported by their faculties in adjusting 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 (see page 27).

For more information click on the 'Student services' link on the 'Current students' website [sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

For more information click on the 'Student services' link on the 'Current students' website [sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

## WORKPLACE EXPERIENCE— SYDNEYTALENT

SydneyTalent is a new initiative of the University of Sydney that provides registered students with opportunities for paid employment and work-related development.

SydneyTalent offers flexible work hours and market remuneration while helping students to develop broad and specialised skills in environments related to their course of study.

While working with SydneyTalent, you can take advantage of our unique learning and development programs, tailored to enhance your work-readiness and critical skills.

- WorkReady Orientation gives SydneyTalent employees the practical skills they need to immediately contribute in the workplace, ensuring they fully understand important areas such as occupational health and safety, bullying prevention, sexual harassment, and privacy.
- WorkReady Essentials guides students through five interactive training modules designed to develop life and work skills that are key to success.
- WorkPlace Performance Development helps students formalise their ideal development path, providing a framework for goal-setting and constructive feedback as they commence their professional career.

The SydneyTalent model allows students to connect with potential long-term employers and create lasting relationships in their chosen industry. In addition to their degree, students can look forward to graduating from the University with a well-rounded perspective and the competitive edge that comes with professional experience.

### CONTACT

T +61 2 8627 8000

E [sydney.talent@sydney.edu.au](mailto:sydney.talent@sydney.edu.au)

[sydney.edu.au/sydneytalent](http://sydney.edu.au/sydneytalent)



## 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

T +61 2 9351 9393 or

T 1800 000 418 (free call within Australia)

E [fhs.yginfo@sydney.edu.au](mailto:fhs.yginfo@sydney.edu.au)

[sydney.edu.au/health\\_sciences/yooroang\\_garang](http://sydney.edu.au/health_sciences/yooroang_garang)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

## STUDENT ORGANISATIONS

### SRC

Students' Representative Council  
Level 1  
Wentworth Building, G01  
Darlington Campus  
T +61 2 9660 5222 (internal line: 12871)  
F +61 2 9660 4260  
E [help@src.usyd.edu.au](mailto:help@src.usyd.edu.au)  
[sydney.edu.au/src](http://sydney.edu.au/src)

### SUPRA

Sydney University Postgraduate Representative Association  
Ground Floor  
Raglan Street Building, G10  
Darlington Campus  
T +61 2 9351 3715  
T 1800 249 950 (free call within Australia)  
F +61 2 9351 6400  
E [admin@supra.usyd.edu.au](mailto:admin@supra.usyd.edu.au)  
[sydney.edu.au/supra](http://sydney.edu.au/supra)

### Sydney Uni Sport & Fitness

University Sports & Aquatic Centre  
Darlington Campus  
T +61 2 9351 4960  
F +61 2 9351 4962  
E [admin@sport.usyd.edu.au](mailto:admin@sport.usyd.edu.au)  
[www.susf.com.au](http://www.susf.com.au)

### USU

The University of Sydney Union  
The ACCESS Centre  
Level 1  
Manning House, A23  
Camperdown Campus  
T 1800 013 201 (free call within Australia)  
E [info@usu.usyd.edu.au](mailto:info@usu.usyd.edu.au)  
[sydney.edu.au/usu](http://sydney.edu.au/usu)

### Campus Rewards

Cumberland Student Guild (CSG)  
Cumberland Campus  
T +61 2 9351 9970  
F +61 2 9351 9971  
E [contact@csg.org.au](mailto:contact@csg.org.au)  
[www.campusrewards.com.au](http://www.campusrewards.com.au)

For more information click on the 'Student services' link on the 'Current students' website  
[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)

## NOTES



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[sydney.edu.au/current\\_students](http://sydney.edu.au/current_students)



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**SYDNEY**

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