INTERNATIONAL EXCHANGE PROGRAM
PICTURE THIS...
You stand breathless and awed in the vast, white wilderness above the Arctic Circle.
You sit in a boat bobbing off the Welsh coast, returning from a week on an island as a conservation volunteer - surrounded by seals beneath towering sea-cliffs.
You talk and laugh into the night in the kitchen of a bustling student household which contains 4 Germans, 2 Poles, 1 Bulgarian, 1 Spaniard and 1 student from Hong Kong, and you.
You sit in a job interview with Qantas competing against 5,000 applicants for only 20 graduate positions. The interviewer smiles and says, ‘Ah, you’ve studied overseas...........
You put down the phone after being offered the job of a lifetime as a computing engineer with Google.
These are not fantasies. These are real reports from past exchange students. Similar adventures can be your reality through the International Exchange Program. It’s a great way to enrich your course, improve your career prospects, and – best of all – see the world!

WHY STUDY OVERSEAS?
Participating in the International Exchange Program is an exciting and challenging way to broaden your personal, academic and professional horizons. It can help to:
- Globalise your studies by adding an international dimension to your course;
- Enhance academic opportunities beyond those offered at the University of Sydney, by attending a host university that is a leader in research and teaching in your area of interest;
- Establish professional and career opportunities by networking with other students, academics and professional organisations;
- Improve language skills, cross-cultural understanding, and cross-cultural and interpersonal communication;
- Experience personal growth by developing self-confidence, independence, social skills, and practical skills like budgeting and cooking.

HOW INTERNATIONAL EXCHANGE WORKS
The University of Sydney signs formal exchange partnerships with like-minded universities around the world.
You are then able to spend a few weeks, 1 or 2 semesters overseas studying faculty approved units of study. These results are credited towards your course at the University of Sydney upon satisfactory completion of your exchange.
As an exchange student you remain enrolled full-time at the University of Sydney while you are away and continue to pay your usual tuition fees to the University of Sydney. An exchange student at your host university does the same in reverse, and the result is an exchange of students and places.
“Exchange allowed me to explore, travel, and immerse myself in a new culture and country. I had an incredible semester and met people I know I will be friends with for life. It lived up to every expectation I had”

ASAKO-SOPHIA CLONARIS
MONTREAL, CANADA
BACHELOR OF SCIENCE
APPLICATION & SELECTION PROCESS OVERVIEW

How do I find out more about the exchange program?
Attend an information session to find out if you are eligible, where you can go, what the process is and how to apply.

Research exchange countries and partner universities, and choose 5 universities in order of preference.

What if I need more information and advice?
Contact the International Office to explore the best program options for you.

OK – I want to apply!
Submit your completed University of Sydney International Exchange Program application by the deadline, including your study plans for each of your 5 university preferences, your academic references and Statement of Purpose.

I have been nominated by Sydney—what happens now?
Complete and hand in the host university application forms, including your official faculty Academic Approval for your units of study so you can obtain credit.

Great news – I have been accepted by my host university!
You can now apply for your student visa, book some accommodation, book your airline tickets, finalise the necessary insurance and prepare to take off on your overseas adventure! You will attend a predeparture session with your Exchange Adviser and other exchange students.

Go on Exchange! Enrol in faculty approved units, be an ambassador for the University, have fun. Then on your return make an appointment to see your Exchange Adviser to finalise your credit. You can also talk about your experience with interested potential exchange students.

HOW LONG IS THE PROGRAM?
You can normally choose to complete either 1 or 2 semesters of your course overseas, though some universities set a defined period. One semester limits may also apply at popular destinations.

There are also short term summer and winter exchanges at certain destinations for specific academic disciplines.

For more information, refer to the specific International Office or our detailed partner list, which is updated each semester.
sydney.edu.au/studentexchange

“For some people, spreading their wings and taking flight is a dream. The way I see it, going on exchange was like learning how to fly, and doing it at Imperial was like learning how to fly in an F16. Absolutely exhilarating and awesome.”

Gobinath Pillai Rajarathnam, Bachelor of Engineering (Chemical) - Imperial College London, Department of Chemical Engineering, United Kingdom
AM I ELIGIBLE?

General University of Sydney requirements

The International Exchange Program is managed by the International Office. The following eligibility criteria apply at the time of assessment for semester or year long exchange:

- Undergraduate students must have passed 1 year of full-time study (48 credit points) in the course they intend to be enrolled in whilst on exchange. Students who have transferred to Sydney and received at least 24 credits towards the current course must also have passed at least 24 credit points at the University of Sydney.

- Postgraduate students must have passed 1 semester of full-time study (18-24 credit points) at the University of Sydney in the course they intend to be enrolled in whilst on exchange.

- You must have achieved a credit average (65 percent) or higher over your whole academic record to date.

- You must maintain a credit average (65 percent) or higher in the semester in which you are applying.

- You must have your exchange application endorsed by your Faculty.

In addition to the general requirements, at the time of application students intending to study a language on exchange must also have:

1. Achieved a credit average (65 percent) or higher in all language units of study;

2. Passed at least 3 semesters of the target language (exceptions may apply to students in the Advanced stream); and

3. Obtained at least 1 academic reference from the relevant language department.

If you are considering an exchange application to a country for which you hold citizenship, this may make you ineligible to study there. Consult an Exchange Adviser for more information.

The Sydney Law School, Sydney College of the Arts and the Master of Management (CEMS) manage their own exchange agreements specific to their faculty/course. Contact them directly for information.

Faculty and Host University requirements

Faculties and host universities may also impose further conditions on applicants that affect your eligibility and selection for exchange. Consult an Exchange Adviser to see if these extra requirements may impact your application.

sydney.edu.au/current_students/student_exchange/how_it_works.shtml#eli

ARE INTERNATIONAL STUDENTS ELIGIBLE?

International students are eligible for exchange but not to their home country. International students must ensure they comply with Department of Immigration and Citizenship (DIAC) obligations whilst on exchange including the compliance requirements of their Australian student visa. International students who are selected for the program may be able to obtain a credit to their Overseas Student Health Cover (OSHC) while they are overseas. Contact your OSHC provider for more information.
WHEN CAN I GO? - MATCHING THE OVERSEAS ACADEMIC YEAR

Like the University of Sydney, most partner universities have a 2 semester system, though some have 3 terms/4 quarters. The table below will help you match your exchange semester.

### COMPARING SEMESTERS

<table>
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<tr>
<th></th>
<th>Sydney</th>
<th>North America (2 semester system)</th>
<th>North America (4 quarter system)</th>
<th>United Kingdom (2 semester system)</th>
<th>United Kingdom (3 term system)</th>
<th>Japan / Germany</th>
<th>Europe General</th>
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<tr>
<td>Sem 1 at host uni</td>
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When short-listing your preferred universities consider such factors as:

- Availability of suitable subjects for your course and level of study;
- Language of instruction;
- Competition for exchange places;
- How much it will cost;
- Scholarships and loans; and
- Lifestyle.

WHAT IF I CHOOSE A UNIVERSITY WITH MORE THAN ONE CAMPUS?

In addition to choosing 5 university preferences, if you decide to apply to a multi-campus university, you will be required to identify and rank several of their campuses as sub-preferences.

For the University of California in the USA (9 campuses), and Tecnológico de Monterrey (ITESM) in Mexico (9 campuses), you will be required to identify and rank 3 of their campuses as sub-preferences. For the the University of North Carolina in the USA (16 campuses), you will be required to identify and rank 5 of their campuses as sub-preferences.

These campus sub-preferences count as 1 host university preference only.

For example:

**Exchange Destination Preferences**

1. University of California, USA:
   - 1.1 Santa Barbara; 1.2 Davis; 1.3 Irvine
2. University of North Carolina, USA:
   - 2.1 Asheville; 2.2 Greensboro; 2.3 Wilmington
   - 2.4 NC State; 2.5 Charlotte
3. Tecnológico de Monterrey (ITESM), Mexico:
   - 3.1 Mexico City; 3.2 Guadalajara; 3.3 Toluca
4. University of Manitoba, Canada
5. University of East Anglia, United Kingdom

WHERE CAN I GO?

A full list of University of Sydney exchange partner universities is available at sydney.edu.au/current_students/student_exchange/choosing_destination.shtml

The University of Sydney has over 260 university exchange partnerships across more than 30 countries world-wide. Some of these partnerships are ‘University-wide’ covering the majority of academic disciplines. Other agreements are ‘discipline-specific’ and only open to certain faculties or departments.

You must rank your top 5 university preferences on the International Exchange Program application form. Research your possibilities thoroughly before settling on your preferences.
“Six weeks walking a Buddhist pilgrimage trail. Installing my art in a closed down rural school. A side trip to Shanghai for a short Mandarin course. Two weeks touring temples with my studio group. That’s a quick description, but the excitement and challenges were indescribable.”

DANIEL KENNEDY
TOKYO, JAPAN
BACHELOR OF VISUAL ARTS
WILL I STUDY IN ENGLISH OR ANOTHER LANGUAGE?
You can choose to study in an English speaking country, however, some universities offer a large range of courses in English even though this is not the native language of the country. You can find courses taught in English at universities in Belgium, Denmark, Finland, France, Germany, Hong Kong, Hungary, Israel, Japan, Malaysia, Mexico, Norway, Portugal, The Netherlands, Singapore, South Korea, Spain, Sweden and Thailand.

If you wish to study in a foreign language on exchange, you will need to demonstrate proficiency in this language by achieving a credit average (65 percent) or higher over 3 semesters in the target language. Priority placement is given to students taking the target language as one of their majors.

HOW MUCH DOES IT COST?
Whilst on exchange, you do not pay tuition fees to your host university, but you will be responsible for all other costs. Where applicable, you may also be required to pay fees for mandatory student association membership, health insurance, intensive language courses, fieldwork costs, etc.

Prior to departure, we recommend that you set aside AUD$10,000-12,000 per semester to cover the cost of airline tickets, accommodation, living expenses, health insurance, etc. Your funds can be made up of personal savings, Centrelink Benefits (if you are eligible), parental support and scholarships, loans and grants. You should not, however, rely on anticipated funding from scholarships, loans or potential work during your exchange semester. (which may not be available or permitted to students).

WHAT EXTRA FUNDING IS AVAILABLE?
Several scholarship options and an Australian government loan scheme are available specifically for students selected to participate in the International Exchange Program.

International Office Scholarships
The International Office provides approximately 350 International Exchange Scholarships annually for nominated exchange students. These are awarded on academic merit.

Most nominated exchange applicants will automatically be considered for these scholarships, however, postgraduate research, Master of Management (CEMS) and other students who receive guaranteed funding to support their exchange (eg: students in the Bachelor of Arts Languages), are not eligible for these awards.

“I wanted to experience studying in another country and still be able to get credit towards my Sydney Uni degree. I also wanted to immerse myself in another culture and adopt its traditions and customs. Doing an exchange is the best opportunity to study overseas and get credit back home. The people from around the world that you get to meet are unbeatable.”

Katrina Norton-Knight, Bachelor of Arts (Media and Communications) - Universitet i Oslo, Norway
Other scholarships and grants
Some faculties and the Scholarships Office also provide exchange scholarships or grants. Enquire at these offices for more information.

sydney.edu.au/current_students/student_exchange/costs_scholarships.shtml

Occasionally, scholarships or grants are offered through host universities and external bodies. Your Exchange Adviser will inform you if these become available.

OS-HELP loans
OS-HELP is an Australian Government loan that assists eligible Australian undergraduate students to undertake some of their study overseas. Students on a 2 semester exchange may request a second OS-HELP loan. Strict eligibility criteria and conditions apply, e.g.: students cannot take these loans if they spend their final semester on exchange.

sydney.edu.au/current_students/student_exchange/os_help_loan.shtml
or www.goingtouni.gov.au

WHAT IF I WANT TO STUDY AT A NON-PARTNER UNIVERSITY?
The International Office can only assist students where an official exchange partnership is in place. If you want to study at a non-partner university, you will need to apply directly to that university, as a visiting student, study abroad student or freemover.

This non-exchange study differs from international exchange in the following ways:

– You will be responsible for applying directly to the overseas university;
– You will have to pay the overseas university's international tuition fees and expenses;
– You will need to apply to your faculty for a "leave of absence" to avoid paying tuition fees at the University of Sydney. [International students are not permitted to take a leave of absence, due to Department of Immigration and Citizenship (DIAC) regulations];
– You will not be eligible for Centrelink Assistance as you will no longer be enrolled at the University of Sydney during this period;
– Credit arrangements are not guaranteed.

If you wish to study at a non-partner university, first ask your Faculty Office for advice about credit options, and then make direct contact with the International or Admissions Offices at your preferred overseas university.

"I envisaged myself working for an arts institution or organisation in future years. I saw Canada as an opportunity to understand how things are organised, research and observe arts initiatives and finally the funding involved. I chose Canada as they had similar values to Australia but also because of the nature of the program."

Cathy Tang, Bachelor of Arts (Performance Studies and Art History) - University of Ottawa, Canada
WHICH COURSES ALLOW EXCHANGES?
Most courses allow you to participate in the International Exchange Program, but with some it is not possible, or at least not easy to arrange. This depends on the requirements of individual faculties at the University of Sydney and also any conditions set by the partner universities. Some host universities close certain disciplines. Others only admit students into one faculty. This means students in combined courses must focus their exchange on only one part of their course, instead of taking courses across both faculties. If you are concerned about fitting a period of exchange study in your course, speak to your Course Coordinator for more information.

sydney.edu.au/current_students/student_exchange/exchange_in_your_degree.shtml

PREPARING YOUR ACADEMIC STUDY PLAN
The availability of suitable subjects at partner universities is a crucial factor in choosing your host university preferences. The suitability of overseas subjects can be checked by looking at partner university catalogues in the Exchange Resource Library, or by exploring online handbooks on partner university websites. The information you gather from this research is included in the Academic Study Plans, which form part of your International Exchange Application. If your exchange application is successful, you can use this information to complete your official Academic Approval for Nominated Exchange Student Forms to confirm your final credit approval.

HOW YOUR ENROLMENT WORKS
Exchange students remain enrolled at the University of Sydney whilst concurrently enrolling overseas at a host university. Your exact enrolment will be based upon the official Academic Approval Form for a Nominated Exchange Applicant signed by your faculty, showing which overseas courses you must take for credit and their Sydney equivalents. At the University of Sydney you will normally be enrolled in exchange units of study (eg. BIOL2553 Biology Exchange; BUSS9124 International Exchange Program) which provide a generic match for overseas subject equivalents.

Due to enrolment quotas and other restrictions, the availability of your preferred overseas subjects cannot be guaranteed. You must be flexible and are encouraged to study elective units, if possible, whilst on exchange. In some faculties, you are required to take electives on exchange eg: Business, Law.

USING ELECTIVES TO PLAN YOUR EXCHANGE
If possible, it is always best to complete most or all of your core units in Sydney and focus on electives whilst on exchange. Electives give you more flexibility to substitute units since host universities cannot guarantee enrolment into particular overseas subjects. Plan early in your course to save electives for your exchange. Seek advice from a Faculty Course Coordinator about how best to do this.
CREDIT TRANSFER
The overseas subjects you enrol in will not appear on your University of Sydney transcript. Upon return from exchange, your faculty will use your official overseas transcript and any other required documentation, to credit your overseas results towards your University of Sydney course. Exchange results are not normally counted in your WAM (Weighted Average Mark) or AAM (Annual Average Mark). All generic exchange units of study will appear on your Sydney transcript with results of “R” (Satisfied Requirements). You can request a copy of your overseas transcript from your host university to keep as part of your academic record and for your career portfolio/résumé.

SHORT-TERM STUDY OPTIONS
If you are unable to commit to a traditional semester or year-long exchange, or are uncertain about embarking on a long trip overseas, or just want to squeeze in another fantastic international opportunity, a short-term exchange experience could be for you. This program allows you to study for 3–6 weeks during either the summer or winter break at one of our exchange partner universities and, in most cases, receive credit towards your University of Sydney course.

Disciplines currently on offer include some languages, humanities, business, education and science. We anticipate more disciplines will be added in the future.

sydney.edu.au/current_students/student_exchange/short_term_programs.shtml

“Being accepted for an exchange program in La Rochelle, France was a great reward for working so hard on my French skills at university. I started with textbook knowledge and was surprised at how much more I could learn by living and breathing the culture.”

APRIL MORLEY
LA ROCHELLE, FRANCE
BACHELOR OF ARTS AND COMMERCE
BEGIN WITH AN INFORMATION SESSION
Exchange Information Sessions are held weekly during semester. All students must attend an Information Session to commence their planning. These sessions will introduce you to the program, eligibility criteria and discuss costs and scholarships. Information about various destinations will also be highlighted. The schedule of sessions is available from the International Office or the exchange website. sydney.edu.au/current_students/student_exchange/how_it_works.shtml

RESEARCH YOUR OPTIONS
The best exchange destinations are not always the most obvious. You are advised to use the resources offered by the International Office to ensure a successful application that is appropriate for your course and fits in with the requirements of your preferred destinations. These resources include the International Office Exchange Resource Library, which includes materials from partner universities, Topical Information sheets, Progress Reports completed by past exchange students and Exchange Adviser consultation sessions. Exchange Advisers have responsibility for different regions of the world and can offer helpful and targeted information, including:
- which universities are available or closed;
- areas of study at partner universities;
- any potential problems with your application;
- advice about special criteria that may affect your plans; and
- quotas on courses or the amount of competition for limited places.

PREPARING TO APPLY
Applying is a two stage process. You are first assessed by the University of Sydney. If you meet eligibility criteria, you are nominated to your host university who further assess your application, before advising of an outcome.

Students interested in Sydney Law School, Sydney College of the Arts or Master of Management (CEMS) specific exchanges, must consult these faculties for their alternative application procedures and deadlines.

APPLICATION CHECKLIST

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<tr>
<th></th>
<th>Question</th>
<th>Yes</th>
<th>No</th>
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<tr>
<td>1</td>
<td>Have you attended an Exchange Information Session?</td>
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<td>2</td>
<td>Will you have completed, or be about to complete at least 48 undergraduate credit points or 18-24 postgraduate credit points by the time you submit your application?</td>
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<tr>
<td>3</td>
<td>Have you worked out your eligibility for exchange? Is your Annual Average Mark (AAM) 65 percent or higher over all units of study you have completed so far?</td>
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<td>4</td>
<td>If you intend to study in a foreign language while on exchange, is your Annual Average Mark (AAM) over your entire enrolment in language related units of study preferably 65 percent or higher?</td>
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<td>5</td>
<td>Will you be on track to complete at least 3 semesters of study in your target language by the time you submit your exchange application?</td>
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<td>6</td>
<td>Have you researched the websites of at least five exchange universities that offer units suitable for your course requirements?</td>
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</table>
APPLICATION CHECKLIST

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<tr>
<th></th>
<th>Have you collected detailed information about the units you wish to study ie. syllabi, overseas credit values, contact hours, assessment methods, etc.?</th>
<th>Yes</th>
<th>No</th>
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<td>7</td>
<td></td>
<td></td>
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<tr>
<td>8</td>
<td>Have you researched accommodation options at your five preferred universities?</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>9</td>
<td>Have you read the Progress Reports of students who have been to your five preferred universities?</td>
<td>Yes</td>
<td>No</td>
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When you attend an Exchange Adviser consultation session, please ensure you have reviewed the above checklist prior to your meeting.

EXCHANGE PROGRAM DEADLINES

There are two sets of deadlines each semester for International Office exchanges:

Exchange in First Semester (March) Next Year
- Collect the Exchange Application Kit by the first Friday in June of this year.
- Submit the Exchange Application by the first Friday in July of this year.

Exchange in Second Semester (July) Next Year
- Collect the Exchange Application Kit by the last Friday in October of this year.
- Submit the Exchange Application by the last Friday in November of this year.

Some universities in Canada, France, Japan and the United Kingdom only take applications once per year. Speak to an Exchange Adviser to ensure you do not miss the relevant deadline.

RECEIVING YOUR OFFICIAL ACCEPTANCE & FINALISING YOUR PLANS

Host universities have the final authority to accept or reject exchange applicants. Their assessment process may take up to three months. You will be notified immediately of the outcome / response from the host university.

Students are advised NOT to book airline tickets or finalise travel plans until final host university acceptance is received. While waiting on the acceptance, you should undertake final preparations:

- Ensure you have a valid and up-to-date passport;
- Price and compare airline tickets;
- Ensure you have relevant information and documentation to apply for your visa;
- Look at your general expenses and housing arrangements; and
- Review past students’ Progress Reports.

These reports can help you with questions such as “Which residential halls seem to be the best?” and “Should I open a bank account?”.

“Leaving class on Friday afternoon and boarding a train to Switzerland for the weekend. Or perhaps Vienna. Or perhaps this weekend I’ll go to France and try that restaurant in Strasbourg I’ve heard so much about!”

Stephen Boardman, Bachelor of Arts (Informatics) Information Systems and German - Albert-Ludwigs Universität Freiburg, Germany
PREDEPARTURE SESSION
All nominated exchange students will be invited to a Predeparture Session, held in June for students departing on exchange in July semester and September for students departing on exchange the following March semester each year. It is extremely important you attend. Crucial information will be given to help you finalise and prepare for a successful exchange, including:

- Practical tips on planning to leave Australia (visas, accommodation, insurance, etc);
- Health, safety and security advice;
- Administrative requirements (enrolment, credit transfer, etc);
- Practical tips on living overseas, and
- Methods to assist you in adapting to your new social and academic environment and how to manage expectations.

Recently returned exchange students and currently enrolled international exchange students will be in attendance to share their exchange experiences with you.

PLANNING OVERSEAS ACCOMMODATION
The type of available accommodation varies. Some universities offer on-campus accommodation in shared rooms or dormitories either with local students or with other international students. Others offer accommodation close to campus through private organisations affiliated to the host university. Applications are essential and these can be submitted as part of the host university general application process. If you require off-campus housing, your host university can guide you through the process.

“Right now it feels amazing to be experiencing life in a whole new different city. Exchange is definitely something that should be part of every uni student’s degree. You won’t ever regret filling out all those forms to sign up for this!”

Minna Zhang, Bachelor of International and Global Studies - Chinese University of Hong Kong, Hong Kong
SAFETY AND SECURITY ON EXCHANGE
It is important that you are mindful of ensuring your ongoing safety and security whilst overseas. Review the Australian Government’s Smart Traveller website for important and helpful information regarding:
- Passport and visa information;
- Destination-specific Travel Advice
- Topical Travel Tips such as insurance, dual nationality, voting whilst overseas, etc.; and
- Information about registering your presence with an Australian Embassy overseas.
www.smartraveller.gov.au

INSURANCE ON EXCHANGE
Adequate travel, health and third party liability insurance are vital requirements for any exchange experience.

The University of Sydney automatically provides travel insurance to all outbound exchange students who are participating in approved “university business” at no extra cost to the student. Exchange studies, which have been approved by your faculty and are credited towards your course, fall under the definition of “university business”. This travel insurance incorporates a health/medical component. More information about the Student Travel Insurance can be found at:
sydney.edu.au/audit_risk/insurance/travel/students.shtml

This insurance has restrictions and limitations. You will be responsible for assessing these and determining if you need to purchase additional insurance cover suitable to your overall travel requirements.

Some host universities, especially in Canada and the USA, require you to purchase mandatory host university health insurance as part of your enrolment requirements. The host university will inform you of these details as part of the acceptance process.

In some countries, Medicare has negotiated reciprocal health arrangements that you may be able to access, however, these only provide basic medical cover.

With all insurance policies it is important you review all fine print carefully and ensure you understand all the conditions and procedures for claims, including excess payments.
smartraveller.gov.au/travel_insurance.html

“Exchange is not so much about the classes or the credits, as much as it is about sitting along the Danube on Margitsziget Island with a Hungarian, a German, a French Canadian, a Brazilian, a Mexican, a Dutchwoman and someone from Greece - watching the sun go down and realising that literally, the world is all around you.”

Dora Yu, Bachelor Commerce/Bachelor of Arts - Corvinus University of Budapest, Hungary
International Exchange Program
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The University of Sydney
9:00 to 5:00 Monday to Friday
T +61 2 8627 8322
E international.exchange@sydney.edu.au
sydney.edu.au/studentexchange

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