



UNSW College

UNSW College  
Transnational  
Education

**Student**

**Guide**

[unswcollege.edu.au](http://unswcollege.edu.au)

This Guide is developed by UNSW College and sets out some practical requirements for students enrolled with the Provider in the transnational education (TNE) UNSW College Foundation Studies, Foundation English Entry Course (FEEC) or University English Entry Course (UEEC). The information has been prepared in good faith and is as accurate as possible as at the date of issue. UNSW College may update the content from time to time.

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# 1 Welcome

**Congratulations and welcome to the beginning of your journey to study at UNSW Sydney (the University of New South Wales).**

By choosing to study UNSW College Foundation Studies or Foundation Entry English Course (FEEC) you have taken the first step on your path to UNSW in Sydney, Australia. You are now joining over 2000 students annually who study these programs to prepare for university study at one of the world's best universities.

As part of UNSW College Foundation Studies, you will receive a Provisional Offer from UNSW to study your preferred degree and, with over 300 degrees to choose from, now is the time to consider which degree is right for the career you want. If you meet the academic and English entry requirements for the chosen undergraduate degree in your Provisional Offer, you are guaranteed a place at UNSW in Sydney. Visit [www.unsw.edu.au](http://www.unsw.edu.au) to see what options are available and look at the Next Steps Guide.

UNSW College Foundation Studies and FEEC are part of our transnational education suite of programs delivered to you by our approved and licensed in-country provider (Provider). Should you have any questions during your studies please contact your Provider in the first instance or contact us at [tne-enquiries@unsw.edu.au](mailto:tne-enquiries@unsw.edu.au) for queries about UNSW.

We look forward to seeing you at UNSW in Sydney on completion of your studies and wish you all the best for your UNSW College Foundation Studies.

## 2 Important Information

Enrolling in a transnational education Program has some important differences from, and some important similarities to, enrolling in the same program offered directly by UNSW College in Sydney.

The transnational education Program is delivered by an approved Provider outside of Australia. UNSW College has extensively reviewed this Provider to ensure their ability to deliver the Program to UNSW College's high standard. The Program is delivered by the Provider under a licence and services agreement with UNSW College.

Teachers in the transnational education Program are engaged by the Provider. However, every teacher involved in delivering the Program has been reviewed by UNSW College to ensure that they meet certain required standards.

UNSW College provides the Provider with all curricula, course outlines and teaching requirements for the academic content of the Program, ensuring that it is equivalent to the Program delivered in Sydney. Further, exams and major assessments are marked by UNSW College, ensuring that results are consistent globally.

In Australia, the delivery of the program is governed by the *Education Services for Overseas Students Act 2000* (Cth) (ESOS Act). The ESOS Act sets out the legal framework governing delivery of education services to overseas students studying in Australia on a student visa. It gives student visa holders certain protections including tuition protection and ensures education services in Australia meet required standards. As the transnational education Program is delivered outside Australia and is delivered in the student's home country by the Provider, students enrolled in the Program are not protected by the ESOS Act, and the Program is not regulated by this legal framework. Despite this, though, UNSW College has designed the Program such that it does comply with the quality standards set by the ESOS Act.

However, it is important to note that transnational education students are not afforded the protections that are given to overseas students studying in Australia (such as the tuition protection service) and enrolling in the transnational education Program does not guarantee a student visa to Australia or any right to work in Australia.

## 3 English Programs

### 3.1 FEEC

FEEC is a 10-week English language program that prepares students for UNSW College Foundation Studies. It is designed for students who have not met the direct English entry requirements for UNSW College Foundation Studies.

You are prepared for UNSW College Foundation Studies by developing your skills in:

- Presentations, discussions, and group work
- Listening to and comprehending real lectures
- Note-taking
- Reading academic texts
- Research
- Academic writing
- Grammar and punctuation
- Independent learning

You will attend a minimum of 20 hours of face-to-face scheduled classes per week.

### 3.2 FEEC Course Units

FEEC consists of 10 compulsory units, supported by consultations and independent learning. Each unit is based on a different theme and covers:

- Reading skills
- Listening skills
- Writing skills
- Speaking skills
- Language and grammar skills
- Discussion skills
- Film studies

You will also cover additional areas related to:

- Presentation skills
- Exam skills
- Study skills

On successful completion of the FEEC program, you may begin your UNSW Standard Foundation Program.

### 3.3 University English Entry Course 10 (UEEC10)

The UEEC10 course is a 10-week English Direct Entry Program designed for students who have received a conditional offer for an undergraduate or postgraduate degree program at UNSW. Successful completion of the UEEC10 course provides direct entry to UNSW degree programs as an

alternative to achieving the required level in a recognised English proficiency test. Refer to the [UEEC Entry Requirements for UNSW on the UEEC website](#).

The UEEC10 course is an intensive, non-discipline specific course, developing academic English proficiency, promoting an understanding of academic conventions, emphasising academic integrity and developing criticality. The course aims to equip learners with the advanced academic literacy skills needed to succeed at the tertiary level, and the confidence to communicate effectively at university.

Students are prepared for UNSW by developing their skills in:

- Presentations, discussions, and group work;
- Listening to and comprehending real lectures and academic listening texts;
- Note-taking;
- Reading academic texts;
- Research and critical thinking (analysis and evaluation)
- Academic writing;
- Reflection;
- Independent learning

UEEC comprises 20 hours face-to-face scheduled course contact per week.

### 3.4 UEEC10 Course Units

UEEC10 consists of 10 units, supported by consultations and independent learning. Lesson areas cover:

- Reading skills
- Listening skills
- Reading and Listening Practice for exams
- Writing skills
- Writing practice
- Presentation skills
- Discussion skills
- Information Literacy
- Language workshops
- Consultation and Guided Independent Learning (CGIL)



## 4 UNSW College Foundation Studies

The UNSW Standard Foundation Program provides an academic entry pathway to the first year of undergraduate study at UNSW in Sydney, Australia. The curriculum follows university-style learning with lectures and tutorials. You will also participate in class activities which help you develop your presentation, problem-solving, critical thinking and teamwork skills and give you greater confidence in speaking, writing, reading, and listening to English.

On successful completion of your UNSW Standard Foundation Program, you will be awarded a UNSW College Foundation Studies Completion Certificate. This Certificate is an award of UNSW and is accepted by UNSW and Australian universities for undergraduate entry.

The academic standards and results are approved and monitored by UNSW and its faculties, so you are assured a high-quality program.

### 4.1 Streams and Courses

UNSW College offers multiple “streams” in the UNSW Standard Foundation Program. A stream is the area of study that will help prepare you for the undergraduate degree of your choice. Some of the Centres providing UNSW College Foundation Studies have limited stream choices. UNSW College does not offer a generalist program so a stream must be selected.

The Streams are:

- Arts & Social Sciences
- Commerce
- Actuarial Studies
- Design & Architecture
- Physical Science
- Life Science

Each stream contains six to eight courses (at least three per term) including Academic English. There are three discipline-based courses per term.

The following table summarises each of the streams available.

Arts & Social Science			
Some of the popular UNSW degrees this stream leads to are: International Studies (Arts), Languages, Media, Education, Arts, Social Work, Criminology, Social Science, Music, Humanities.			
Course	Units	Term 1	Term 2
Academic English - Humanities	12	✓	✓
Computing for Business	4	✓	
Culture and Communication	12	✓	✓
International Issues and Perspectives	10	✓	✓
Management	4		✓
Mathematics Essentials	6	✓	
<b>Total Units</b>	<b>48</b>		

## Commerce or Actuarial Studies

Some of the popular UNSW degrees this stream leads to are:  
Accounting, Finance, Economics, Actuarial Studies (Actuarial Studies stream only),  
International Business, Banking and Marketing.

Course	Units	Term 1	Term 2
Academic English - Humanities	12	✓	✓
Computing for Business	4	✓	✓
Accounting	4	✓	
Business Law	4		✓
Economics	10	✓	✓
Management	4		✓
Mathematics for Commerce (Commerce Stream only)	10	✓	✓
Mathematics for Science (Actuarial Stream only)	12	✓	✓
<b>Total units Commerce Stream</b>	<b>48</b>		
<b>Total units Actuarial Stream</b>	<b>50</b>		

## Design & Architecture

Some of the popular UNSW degrees this stream leads to are:  
Design, Fine Arts, Media Arts, Architecture, Industrial Design, Construction  
Management, Interior Design, City Planning.

Course	Units	Term 1	Term 2
Academic English - Humanities	12	✓	✓
Computing for Design	6	✓	✓
Culture and Communication	12	✓	✓
Design	12	✓	✓
Mathematics - Essentials	6	✓	
<b>Total units</b>	<b>48</b>		

## Physical Science

Some of the popular UNSW degrees this stream leads to are:  
Science and all disciplines of Engineering including Computer Science, Aviation,  
Renewable Energy Engineering, Mechanical Engineering, Surveying, Electrical  
Engineering.

Course	Units	Term 1	Term 2
Academic English - Science	12	✓	✓
Computing for Science	4	✓	✓
Chemistry	10	✓	✓
Physics	10	✓	✓
Mathematics for Science	12	✓	✓
<b>Total units</b>	<b>48</b>		

## Life Science

Some of the popular UNSW degrees this stream leads to are: Medicine, Optometry, Vision Science, Medical Science, Health and External Science, Environmental Science, Biological and Biomedical Sciences.

Course	Units	Term 1	Term 2
Academic English - Science	12	✓	✓
Computing for Science	4	✓	✓
Biology	10	✓	✓
Chemistry	10	✓	✓
Mathematics for Science	12	✓	✓
<b>Total units</b>	<b>48</b>		

Course outlines are provided through the Learning Management System (LMS) (also known as Moodle, see below for access details).

## 4.2 Stated Goals

During your application to the program, your Provider should have asked about your preferred undergraduate degree. This forms part of your Stated Goals.

The Stated Goal consists of three parts:

- The outcome that you desire (e.g., UNSW Bachelor of Commerce)
- The pathway course which can lead to this desire (e.g., the UNSW Standard Foundation Program – Commerce Stream); and
- The results from the pathway needed to achieve this outcome (e.g., GPA 7.7 and English B).

Refer to <https://www.unswcollege.edu.au/study/progression-to-unsw-sydney> to find the recommended stream and GPA and English results required.

Note: The timing of the release of results is based around entry to UNSW. You are free to choose which institution you prefer to study with, however, please note that if your goal is to study at an institution other than UNSW, UNSW College cannot guarantee that your results, either soft or hard copies, will be received in time to enter any other institution.

## 4.3 Submitting UNSW Degree Preferences

You can submit your UNSW Degree Preferences through the TNE Student Portal. See Appendix B for details on how to do this.

The undergraduate degree that you select as your first preference will automatically become your UNSW Provisional Offer if it meets the requirements in the next section. You can change your preferences after you have received your Provisional Offer any time until 5pm Sydney time, Friday of Term 2, Week 12. Please select carefully as a new Provisional Offers will not be reissued. See the next section for more details and Appendix B: for help on setting your preferences.

## 4.4 Provisional Offers

During the early part of your Program, UNSW College will issue you a UNSW Provisional Offer based on your UNSW undergraduate degree preferences that you set up following the steps in Appendix B. You should ensure that your preferred undergraduate degree is eligible for a UNSW Provisional Offer according to the table below.

**Important:** If you select an undergraduate degree that is outside of the table below, or you do not make a selection by the deadline, you will automatically be issued the default degree for your Stream. For example, if you are in the Commerce Stream and have listed an Engineering degree as your first preference, or have not made any selection, you will receive a Provisional Offer for a Bachelor of Commerce.

The deadline will usually be 3:00pm AEST Tuesday of Week 4, Term 1, but please check UNSW College communications early in the term for any changes.

Stream	UNSW Undergraduate Degree Options
Actuarial Studies	Actuarial Studies
Arts & Social Sciences	Arts, Media, or International Studies degrees
Commerce	Business degrees except Actuarial Studies
Design & Architecture	Design and Architecture degrees
Life Science	Science degrees or Medicine*
Physical Science	Engineering or Science degrees
Actuarial Studies (for Actuarial/Law) Arts and Social Sciences (for Arts, Media, or International Studies/Law) Commerce (for Commerce/Law or Economics/Law) Physical or Life Science (for Science/Law)	Law & Justice**

\* Entry to Medicine requires additional entry requirements, including an external test and interview. For details, see:

<https://www.unsw.edu.au/study/undergraduate/bachelor-of-medical-studies-doctor-of-medicine?studentType=International>

\*\* Law degrees are always double degrees at UNSW, and so the relevant stream is determined by the other undergraduate degree chosen.

\*\*\* Double degrees have a “home” Faculty, and Provisional Offers will be issued based on the home Faculty.

You may change your UNSW undergraduate degree preferences after your UNSW Provisional Offer has been issued, and any time up until 5pm Sydney time, Friday of Term 2, Week 12, however, please note:

- No new UNSW Provisional Offer will be issued.
- If your new UNSW undergraduate degree preference complies with the table above, you are still guaranteed a Full Offer from UNSW if you meet the required entry requirements.
- If your new preferred UNSW undergraduate degree outside of the table above, you will be assessed by UNSW Admissions on a case-by-case basis.

See section Appendix B: for instructions on entering or changing your preferences.

# 5 Getting Started

You should first complete the steps below at least five days before the commencement of your Program. Late activation may result in delayed access to the LMS.

## 5.1 Step 1: Activate IDs

You need to activate two identifications (IDs):

- gID, to access UNSW College systems (for all students)
- zID, to access UNSW systems (for UNSW College Foundation Studies students only).

### ID Access and Use

<b>gID (UNSW College)</b>	<b>zID (UNSW)</b>
Access to LMS (FEEC students)	Access to LMS (UNSW College Foundation Studies students)
Access to selecting your UNSW degree preferences	Accepting a UNSW degree offer and enrolling at UNSW
Access to UNSW College Student Portal	Access to your UNSW email account
Access to your grades and results	
Use in all assessments as your official ID number	

- Your Provider will share your gID with you. Please contact them if you have not received it.
- You will receive your zID as part of the UNSW College IT Induction below. To activate, go to: <https://my.unswcollege.edu.au/tne>

## 5.2 Step 2: Set up MFA (Multi-Factor Authentication)

Once you have activated your zID, you will need to set up the MFA. See Appendix A: for instructions.

## 5.3 Step 3: Access the LMS

After you have completed the UNSW College IT Induction, you will be able to access the LMS.

- For FEEC students, log in with your gID at: <https://moodle.telt.unsw.edu.au/login/unswcollege/index.php>.
- For UNSW College Foundation Studies, log in with your zID at: <https://moodle.telt.unsw.edu.au/my>.

Access to course material will be granted on the Friday before the commencement of each term.

## 5.4 IT Help and Support

If you are unable to log into your accounts after activation, or have forgotten your password, you can reset these yourselves.

- For gID <https://selfservice.ufy.unsw.edu.au/PMUser/>
- For zID <https://iam.unsw.edu.au/home>

If you are still unable to access your accounts or have any other IT issues, you should contact the UNSW College IT helpdesk directly at: [helpdesk@unswcollege.edu.au](mailto:helpdesk@unswcollege.edu.au) with:

- your name
- zID and/or gID
- Centre
- the Program and intake (e.g., UNSW College Foundation Studies, 2023 E3)
- a full description of the problem, including screen shots of any error messages.

Please ensure you do not include any other personal information such as your date of birth or your password.

## 5.5 Accessing the UNSW Online Library for UNSW College Foundation Studies

The UNSW Library provides 24/7 access to online resources including databases, e-journals, e-books, and streaming audio & video. UNSW Library Course Guides are a good starting point for accessing key resources in your area of study.

To access, go to <https://www.library.unsw.edu.au/>.

## 5.6 Personal Electronic Device

You will require access to an electronic device for use in all courses to access learning materials and participate in learning activities outside the classroom.

UNSW College recommends you use your own device with the following features:

- A practical size and weight to be brought to class daily
- Has enough battery life to use for several hours without recharging
- Uses a legitimate operating system
- Can be password protected
- Has appropriate and up-to-date anti-virus and anti-spyware installed.

You will also need at a minimum;

- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint

Some course may need other software, which you will be advised in the relevant course outline

## 6 Student Responsibilities

As a student you have several responsibilities, and these are outlined below.

- Check your email account regularly.  
Official communications from UNSW College in the UNSW College Foundation Studies program will be sent to your UNSW email address. If you are a FEEC student, you will be emailed on your personal email that you provided on enrolment. It is your responsibility to check your email regularly. You may wish to forward emails from your UNSW email address to your personal email address if you have one.
- Satisfactory academic progress.  
You must maintain satisfactory academic progress (see section 7.1 below).
- Speak English in class.  
This helps to ensure success in your Program and to enable all students and your teacher to be included in class discussions.
- Conduct and behaviour.  
You are responsible for managing your own conduct and behaviour, and for knowing the rules concerning assessment, academic misconduct, and student misconduct (see the Academic Misconduct and Student Misconduct Guide).
- Academic guidance and early intervention.  
If you are at risk of not meeting the academic expectations of your Program you may receive a written warning, be put on a performance improvement plan and/or be given notification of a formal interview. It is expected that you will accept the offer of assistance and do your best to improve your results (see section 7).

# 7 Attendance and Performance

## 7.1 Satisfactory Attendance

You are expected to attend all classes and lectures. The requirement for satisfactory attendance is at least 80% of scheduled contact hours for the Program.

If you have attendance of less than 85% or have been absent for more than five consecutive days without approval, you will be considered at risk of not being able to achieve satisfactory attendance and your Provider may contact you about remedial actions.

## 7.2 UNSW College Foundation Studies Satisfactory Academic Progress

Your academic progress is monitored using a range of formal and informal measures. These measures include:

- Diagnostic tests in Mathematics and English.
- Performance in formal examinations.
- Performance in other assessment tasks.
- Tutorial performance as observed by the classroom teacher.

You may be asked to participate in a Performance Improvement Plan (see section 7.3 below). You are encouraged to seek advice and support as early as possible and actively participate in any plan to maximise your opportunity to achieve satisfactory progress.

## 7.3 UNSW College Foundation Studies Performance Improvement Plan

You are responsible for participating in learning activities, completing coursework, and submitting assessments. The following actions have been successfully used by students in the past to improve their academic performance:

- Prepare thoroughly for classes and commit to regular revision.
- Seek advice and assistance from teachers when needed.
- Attend weekly course consultations to receive assistance with coursework.
- Participate in a study club to further develop academic skills.
- Join a conversation club to improve confidence in communicating in English.

If you are at risk of not achieving satisfactory performance, you should create a plan with your Provider and keep a personal record of performance improvement activities you complete so that you can reflect on what works for you. This record will also provide evidence that you have actively participated in the recommended support and academic interventions.

## 7.4 Academic Interventions

### 7.4.1 Early Intervention

You may be identified as needing support in response to a diagnostic test in Mathematics and/or English.



These examine elementary literacies and basic course knowledge required for successful completion of the course. If you score below a minimum score on these diagnostic tests, a teacher will advise you on how you can improve your performance.

#### 7.4.2 Informal Interventions

In response to your coursework and participation in class activities, your teacher may determine that your performance is not meeting expectations.

In this case, your teacher may informally (written or verbally) recommend one or more performance improvement actions.

#### 7.4.3 Formal Interventions

After your Term 1 examinations, if you receive more than two Fail (F) and/or Unsatisfactory Fail (UF) grades you will be considered at risk of failing to achieve a positive outcome from UNSW College Foundation Studies.

In this case your Provider will contact you and formally advise that you are “At Risk of Failing to Achieve Satisfactory Course Progress.” You should carefully consider your Provider’s advice and consider the options that they provide.

## 8 Student Satisfaction and Feedback

For each course you study in your Program, UNSW College will invite you to participate in a survey, called the myExperience Survey. This is your chance to improve your courses, programs, and the overall UNSW student experience.

You can give your feedback in confidence – UNSW College collects your personal information for the purpose of collating survey results and verifying that you are eligible to submit a survey response, but your identity is not released to teaching staff and you are not identified in any reports. Your teachers will never see your name or zID.

UNSW College releases one report for each course and only includes the answers to questions and comments only for the class as a whole. In other words, the results are released in a report but are de-identified.

## 9 Academic Misconduct and Student Misconduct

Academic misconduct is a serious matter. Students found guilty of academic misconduct can be excluded from the Program.

Refer to the Student Misconduct Procedure, which is included in your onboarding pack, for details.

# 10 UNSW College Foundation Studies Submission of Assignments and Projects

Undertaking assignments and projects are an important part of ensuring that you learn and understand the content of courses. When doing your assignments, it is important to ensure that:

- the work done is your own or, for group work, done by the group, and no one else;
- any material originally done by another person is noted through referencing;
- work done for one assignment is not re-used in another assignment; and
- you retain a copy of each assignment you submit.

*You may be charged with academic misconduct if you submit a formal assessment task or project knowing it to be the work of another person unless the work done has been documented and justified and referenced.*

## 10.1 Late Assignments and Projects

Marks may be deducted at the rate of 10% of the total mark available for each day late up to 10 working days.

Extensions of time for submission of assignments and projects may be granted only in the most unusual circumstances and must be applied for from your teacher prior to the due date.

If you are unavoidably absent before the assignment is due or believe your performance in the assignment has been adversely affected by sickness, serious family concerns or any other reason, you should apply for consideration by completing the "Illness or Misadventure" form which is available through the Current Students Website.

## 10.2 Practical Assessment in the Design Stream

There are special rules and procedures for Studio and Design Studies assessments:

- You must attend all design classes throughout the Program and must arrive punctually at the scheduled commencement time for each class.
- In addition to working during Studio classes, it is expected that you will work independently on the projects outside Studio in your own time (minimum of six hours per week).
- In Studio, you must bring your workbook for all Term 1 classes and present your work according to the teacher's instructions.
- You must arrive prepared each week, with everything you need to continue working on the projects (including materials) and be ready to show and discuss your work-in-progress with the other students and the Studio teachers.

Submission of Studio and Design Studies projects:

- There are four assessable projects (two Studio projects in Term 1, one Studio project in Term 2 and one Design Studies project in Term 2) which need to be designed, executed, and submitted throughout the Program. Further information is in the learning guides and will be provided during classes in the weeks preceding the due submission date for each project.
- All projects must be submitted on the due date, at the scheduled commencement time of the class in person. If there is a valid issue which means you are unable to submit on time, you need to discuss this with your teacher in advance.

- You may be charged with academic misconduct if you submit a project knowing it to be wholly or partially the work or the ideas of another person.

Failure to submit completed Design projects on time:

- If you are late or absent on the due date of a Studio project, you must submit an "Illness or Misadventure" form within three days, providing a reason for your lateness or absence.
- Note that the submission of an "Illness or Misadventure" form does not guarantee that your reason will be accepted as valid.
- Lateness, or failure to submit work at the specified time on the due date, is likely to result in zero marks for the project or a UF (unsatisfactory failure) grade being given for the course.
- It is your responsibility to contact the Design Co-ordinator within three days of the deadline to organise the submission of your work. Failure to do this will result in a zero mark being awarded.

### 10.3 Practical Assessment in Computing

There are special rules and procedures for the formal practical assessment components in the Computing course:

- Practical assessment components include at least one 1-hour final practical exam under exam conditions.
- There may also be additional practical formal assessment tasks run during class times through both terms.
- Where a formal assessment task is run during class time, you may not be admitted to the examination computer lab later than 10 minutes after the scheduled commencement time.
- Unless otherwise stated, no materials are to be brought into the computer laboratories. All work will be performed on the computers available.
- Where a technical problem occurs with computer operation during an exam, an invigilator will record the difficulty encountered. At the discretion of the invigilator, extra time may be allowed.

# 11 Examinations and Formal Assessment

The onboarding pack includes the “Student Exam Rules and Regulations Guide”. Please read this guide carefully for information about exams and formal assessment.

## 11.1 Student Illness and Misadventure

If you are unavoidably absent, ill, late or believe your performance during an assessment or examination has been adversely affected, you should complete the Illness and Misadventure form. This form is available from the TNE Current Students Website.

- You should include all supporting evidence, e.g., medical certificates from a registered medical practitioner or screen shots of on-line connections issues.
- You should submit the form to your Academic Services Provider who should then check and verify the claim before submitting it to UNSW College.
- The form should be sent to UNSW College within three days of the examination or assessment due date.
- UNSW College will evaluate the application and provide the Academic Services Provider with an outcome within five Business Days.

## 12 How We Grade You

For each course you study you will be allocated a final mark out of 100 and a corresponding final letter grade on an A to F scale. Each letter grade has an associated grade point on a 10-point scale.

Your overall performance is expressed as a weighted grade point average (GPA) out of 10, based on all units within your course.

Course grades are described in Table A below. A typical GPA calculation is shown in Table B.

**Table A: UNSW College Foundation Studies Grades**

Course Grade	Grade Point	Description	Examples of UNSW Undergraduate degrees entry at GPA level
<b>A+</b>	10.0	Excellent achievement	UNSW Medicine (with other requirements)
<b>A</b>	9.5		
<b>A-</b>	9	Very good achievement	UNSW Law UNSW Architecture, Commerce, Engineering
<b>B+</b>	8.5		
<b>B</b>	8.0		
<b>B-</b>	7.5	Good achievement	UNSW Science UNSW Arts and Social Science, UNSW Diploma of Engineering, Business.
<b>C+</b>	7.0		
<b>C</b>	6.5	Moderate achievement	UNSW Diploma of Science
<b>C-</b>	6.0		
<b>D+</b>	5.5	Marginal achievement	
<b>D</b>	5.0		
<b>D -</b>	4.5		
<b>E+</b>	4.0		
<b>E</b>	3.5	Limited Achievement	
<b>E-</b>	3.0		
<b>F</b>	0	Fail	
<b>UF</b>	0	Unsatisfactory failure	
<b>NF</b>	N/A	Withdrawn without failure	
<b>W</b>	N/A	Withheld	

**Table B: Example Grade-Point-Average calculation for a student in the Commerce Stream**

Course	Unit Weighting	Final Grade	Grade Point	Grade Point Calculation	GPA Calculation
Academic English	12	B	8	12*8=96	GPA = Total grade points divided (÷) by total units  <b>389 ÷ 48 = 8.1</b>  <b>GPA = 8.1</b>
Computing for Business	4	A	9.5	4*9.5=38	
Accounting	4	B	8	4*8=32	
Business Law	4	C	6.5	4*6.5=26	
Economics	10	C+	7	10*7=70	
Management	4	B	8	4*8=32	
Mathematics for Commerce	10	A	9.5	10*9.5=95	
<b>Total</b>	<b>48</b>			<b>389</b>	

# 13 UNSW College Foundation Studies Release of Academic Results

You will receive your UNSW College Foundation Studies results at the end of Term 1 and again at the end of the Program via the Student Portal. After completing the Program, UNSW College will send a hard copy of your UNSW College Foundation Studies Completion Certificate and Statement of Results to your Provider for you to collect.

## 13.1 Repeating UNSW College Foundation Studies

You may be able to repeat UNSW College Foundation Studies as per the following table:

Final GPA	Eligibility
Less than 3.0	Ineligible
Between 3.0 and 5.0	You will need to repeat the full program
5.0 or above	You may be able to repeat Term 2 only

You may not be eligible to repeat UNSW College Foundation Studies if any of the following conditions apply:

- You have poor attendance.
- You have already repeated or restarted twice.
- You are in breach of the UNSW College policies.
- Your GPA was less than 3.0.

If you repeat, your final GPA will be calculated as per the following table.

Repeat Point	Final GPA calculation
Full Program	Based on the assessments and examination in the repeated Program only
Term 2 only	Based on the assessments and examination in the repeated Term 2 and any assessments completed in Term 1 unless your stream has courses only offered in Term 1; in this case, previous results for these courses will also be included in calculating your final GPA

If you receive a UNSW offer for one of your lower preferred undergraduate degrees, it is advised that you accept the offer rather than repeating and attempting to gain entry to your higher preference program. If you do well in your first year at UNSW, you may be able to apply for an internal transfer.

If you decide to repeat, submit a 'Request to Repeat' form, available from Current Students Website.

## 13.2 Calculation Check of Final Exam Marks

For quality control, exams are marked by multiple teachers to ensure a panel approach to each paper. Marks are then checked multiple times to ensure results are calculated correctly.

If you believe your exam marks have not been calculated correctly, you may request a review of that calculation. This is called a clerical check. The clerical check is not a remark of your submission but a



search of accuracy of mark entry and calculation. The request for a clerical check of final exam marks will advise you of the outcome, with either a change or no change to final results.

You may apply for a calculation check after you receive your Statement of Results, or for Term 1 only courses, after Term 1 results are released. The application should be made within 10 days of the publication date of the Statement of Results. To make an application you should use the Calculation Check of Exam Marks form located on the TNE Current Students Website.

### 13.3 Complaints and Appeals Process

The TNE Complaints and Appeals Procedure is available through the TNE Current Students Website.

In the first instance you should attempt to resolve your complaint directly with your Provider or the original decision maker. If this is not successful, you may seek resolution through UNSW College. Refer to the Procedure for more information.

# 14 Completion and Moving on to UNSW

## 14.1 Full Offer

If you achieve the required entry requirements for one of your degree preferences at UNSW, you will automatically receive a Full Offer from UNSW, based on your preferences as submitted through the Student Portal. The Offer Letter will provide you with the details on how to accept the offer and enrol at UNSW. You should receive this soon after the release of your Final Results.

**You do not need to, and should not, apply directly to UNSW.**

- Changing your Preference

If you would like to change your degree preferences after you receive your Final Results you should contact UNSW Future Students Team by visiting: <https://www.unsw.edu.au/study/help/contact-us>

- Changing your Agent

If you would like to change you Agent, you should contact the TNE Team (TNE-team@unswcollege.edu.au).

## 14.2 Alternative Pathway – Under GPA Requirement

If your GPA is slightly below the required GPA for a UNSW degree, you may be eligible for a UNSW Diploma. These programs follow a similar program to Year 1 at UNSW and, upon successful completion, allow you to enter Year 2 at UNSW. For more information, please visit:

<https://www.unswcollege.edu.au/programs-courses/diplomas/>

Alternatively, you may change your UNSW undergraduate degree preference to one with a lower GPA requirement. In many cases, after completing some studies at UNSW, you may have the opportunity to apply to transfer to your original UNSW undergraduate degree preference.

## 14.3 Scholarships

UNSW offers scholarships to high achieving students who have completed UNSW College Foundation Studies. For details on available scholarships and how to apply visit

<https://www.scholarships.unsw.edu.au/>

## 14.4 Permanent Residents and Australian Citizens

If you are an Australian Permanent Residents (PR) or Australian citizen, you may study UNSW College Foundation Studies if you have not completed high school in Australia.

Australian Permanent Residents (PR) and Australian citizens cannot apply directly to UNSW but instead should apply through the Universities Admissions Centre (UAC), paying close attention to the closing dates for applications as published on the UAC website ([www.uac.edu.au](http://www.uac.edu.au)).

You are strongly recommended to choose a UNSW College Foundation Studies program that will finish in time for you to commence your degree studies at UNSW in Term 1. This is because of a government requirement that domestic students must have a Commonwealth Supported Place during their degree studies.

Commonwealth Supported Places are allocated at the start of the calendar year, so students who do not commence in Term 1 may risk missing out on a place and having to wait up to 12 months to start your degree program.

UAC will use your UNSW College Foundation Studies results to assess your entry into UNSW. The entry requirements will be determined by UAC, depending on the number of other PR and Australian citizens applying for each degree and the number of places available, and as such, vary year to year.

If you intend to study Medicine at UNSW after completing UNSW College Foundation Studies you should carefully read and follow the steps in the Medicine application process

(<https://www.unsw.edu.au/medicine-health/study-with-us/undergraduate/applying-to-medicine>).

If you become a PR or Australian citizen during your Program, you must notify your Provider who will notify UNSW and UNSW College. Failure to do this may affect your university admission.

## 15 Useful Links

UNSW information: [www.unsw.edu.au](http://www.unsw.edu.au)

UNSW College IT Induction: <https://my.unswcollege.edu.au/tne>

TNE Student Portal: <https://student.ufs.unsw.edu.au/MyProfile>

TNE Current Students Website: <https://my.unswcollege.edu.au/tne/>

LMS for FEEC students: <https://moodle.telt.unsw.edu.au/login/unswcollege/index.php> (log in with your gID)

LMS for UNSW College Foundation Studies: <https://moodle.telt.unsw.edu.au/my> (log in with your zID)

UNSW Library: <https://www.library.unsw.edu.au/>

UNSW Scholarships: <https://www.scholarships.unsw.edu.au/>

## 16 Contact List

Contact	Email
TNE Enquiries	<a href="mailto:tne-enquiries@unswcollege.edu.au">tne-enquiries@unswcollege.edu.au</a>
IT Helpdesk	<a href="mailto:Helpdesk@unswcollege.edu.au">Helpdesk@unswcollege.edu.au</a>

## 17 Frequently Asked Questions (FAQs)

### 17.1 What is UNSW College Foundation Studies?

UNSW College Foundation Studies provides a pathway for international students to gain entry to UNSW undergraduate degrees. You will be taught the academic and study skills you need for university, while enhancing your proficiency in English. The program is designed by UNSW and UNSW College.

### 17.2 What is TNE?

TNE stands for “transnational education” which is where an education program is offered in a country other than where the awarding institution is based. UNSW College Foundation Studies is offered as a transnational education program in various locations around the world. It is delivered by approved providers under a licence and services agreement with UNSW College.

### 17.3 Why choose UNSW College Foundation Studies?

The UNSW College Foundation Studies program is specifically designed to prepare you for entry and success at one of the world’s top 50 universities. With more than 30,000 Foundation Studies graduates, it is the best way to ensure you are ready for your chosen degree at UNSW, with the added advantage of studying close to home.

### 17.4 Does the TNE program differ from the program delivered in Australia?

You will complete the same courses and undergo the same assessment as students completing UNSW College Foundation Studies delivered by UNSW College in Sydney. You will also have access to UNSW College’s online learning management system to complete your studies and, on successful completion of your program, you will receive a UNSW Certificate of Completion, as well as a Full Offer to undertake your chosen undergraduate degree at UNSW. The key difference is that the TNE program is delivered by an approved and licensed provider at a centre located in your country. While UNSW College ensures the program meets the same high regulatory standards that apply in Australia, the TNE program is not a regulated course under the Australian legal framework. Please note that transnational education students are not afforded the protections that are given to overseas students studying in Australia (such as the tuition protection service) and enrolling in the transnational education Program does not guarantee a student visa to Australia or any right to work in Australia.

### 17.5 What is a “provider” and a “centre”?

A provider is an education services provider that has been approved by UNSW College to deliver its programs in places outside of Australia. It may be a private company, a high school or even a university. The place where the program is taught is referred to as the “centre”.

### 17.6 How does UNSW College select and approve its providers and centres?

UNSW College has a rigorous due diligence process that ensures only the highest quality providers are selected to deliver UNSW College Foundation Studies. All delivery providers must meet strict criteria which includes specific centre, facilities and teacher requirements. UNSW College licenses its delivery providers under a licence and services agreement to deliver UNSW College Foundation Studies and all centres are inspected and approved. Providers and centres are also subject to regular review.

## 17.7 Is UNSW College Foundation Studies recognised elsewhere?

A UNSW College Foundation Studies qualification is also accepted by all Group of Eight (Go8) universities (the top ranked universities in Australia) and other universities in Australia and globally. However, only at UNSW are you guaranteed entry to your choice of degree program if you meet the academic requirements.

## 17.8 How do I progress to university?

When you complete your UNSW College Foundation Studies program you will progress to the first year of a UNSW undergraduate degree if you meet the required grade point average (GPA) and English results. If you do not meet these requirements, you may be able to commence a UNSW Diploma at UNSW College in Sydney which, upon successful completion, allows you to enter second year of the UNSW undergraduate degree you have chosen.

## 17.9 What is a stream?

A stream is the area of study that will help you prepare for the UNSW undergraduate degree you want to complete. If you are planning to study a UNSW College Foundation Studies program, you will need to choose the stream which aligns to your preferred degree. There are six streams for UNSW College Foundation Studies:

- Actuarial Studies
- Arts & Social Science
- Commerce
- Design & Architecture
- Life Science
- Physical Science

Please speak to your provider to check which stream is right for your degree choice.

## 17.10 Can I choose a double stream or no stream?

No. All students must choose a stream. It is not possible to do a double stream, but it is possible to do a double degree at UNSW.

## 17.11 What if my provider doesn't offer the stream recommended for my preferred undergraduate degree at UNSW?

In this case, you won't be guaranteed entry into your preferred undergraduate degree, and your application will be assessed by UNSW Admissions on a case-by-case basis for entry, mostly based on your final academic and English results. You should also consider if you have the assumed knowledge needed for entry into your preferred undergraduate degree, which you may have already obtained through your studies before entering UNSW College Foundation Studies.

## 17.12 Do I need to sit another English exam at the end of my UNSW College Foundation Studies program?

Your successful completion of UNSW College Foundation Studies is recognised both academically and for English entry so long as you meet the required grade point average (GPA) for your chosen degree. No other external English exam is then necessary.

## 17.13 How many courses will I study in the UNSW Standard Foundation Program?

You will study between five and seven courses across two terms. This depends on the stream you choose. Some courses run across two terms (such as Academic English) while some are only one term.



# 18 Glossary of Terms

## **academic calendar**

A list of important dates, including start and end dates of a teaching period, exam dates and any breaks. May also include application deadlines, census dates and result release dates.

## **Centre**

Any school, campus, centre, or site owned, leased, or operated by the Provider to deliver the Program.

## **course**

This is a subject, a planned and structured sequence of learning and teaching, normally over one teaching period in duration that allows a student to gain knowledge, skills and understanding in relation to an agreed set of learning outcomes.

## **coursework**

A mode of study largely, or wholly, constituted of courses involving directed learning, including face-to-face class instruction, online learning, distance learning, or combinations of these.

## **ESOS Act**

*Education Services for Overseas Students Act 2000 (Cth).*

## **FEEC**

Foundation Entry English Course

## **Full Offer**

An offer from UNSW without any outstanding steps or qualification requirements, to study at UNSW.

## **gID**

UNSW College student identification number to access UNSW College systems.

## **GPA**

Overall student academic performance is expressed as a weighted grade point average (GPA) out of 10, based on the final grade and unit weighting of each course. See section 10 for more details.

## **Illness or Misadventure form**

This form can be accessed via the TNE Current Students Website to apply for any special consideration.

## **LMS**

The Learning Management System. UNSW College currently uses "Moodle".

## **MyCollege survey**

Student survey issued by UNSW College to seek students' opinion in their experience in each course studied.

## **PR**

Permanent residents.

## **Program**

This refers to the program of study you are undertaking, either the UNSW Standard Foundation Program or FEEC.

### **Provider**

A Provider is the organisation that delivers the Program to you in the Territory.

### **Provisional Offer**

An offer from UNSW that is conditional on meeting certain qualifications or supplying further documentation. Once these conditions are met, UNSW will convert the offer to a Full Offer.

### **Stated Goals**

Stated Goals are identified and agreed upon during the admission and enrolment process. They set out the student's preferred UNSW undergraduate degree, the recommended stream to enter that Undergraduate degree, and the relevant entry requirements.

### **Stream**

The area of study within UNSW College Foundation Studies that will help prepare students for the undergraduate degree of their choice.

### **Student Portal**

A UNSW College provided website that contains links to various resources, including selecting UNSW degree preferences, retrieving student results, making updates to information, relevant forms and surveys.

### **teaching period**

A teaching period indicates when courses and their related classes are taught and timetabled within terms and semesters.

### **Term**

A period of approximately 13 weeks over which part of the Program is delivered. UNSW College Foundation Studies is taught over two terms. FEEC is taught over one.

### **Territory**

This is the geographic location in which the Provider is licensed by UNSW College to deliver the Program.

### **TNE or transnational education**

The provision of education to students located in a country other than the one in which the awarding institution is based. TNE can be delivered offshore (through licensed delivery providers or branch campuses) or online to serve as a consistent pathway for international students to study at the awarding institution.

### **UAC**

University Admissions Centre is a not-for-profit Australian company that processes applications for admission to most undergraduate courses at participating institutions (including UNSW), for Australian citizens and permanent residents.

### **UNSW**

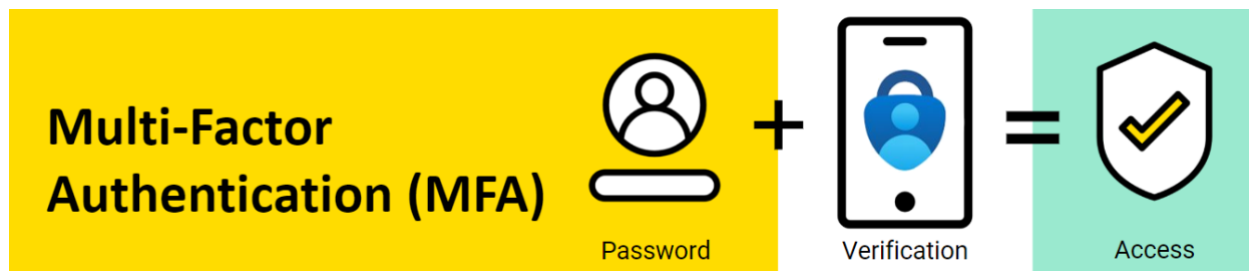
The University of New South Wales, also known as UNSW Sydney, is a public research university based in Sydney, New South Wales, Australia.

**zID**

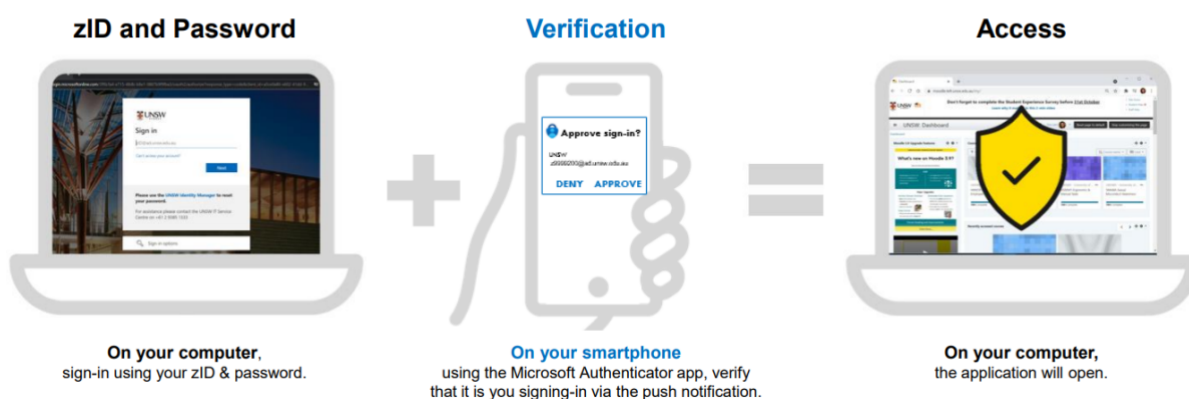
UNSW student identification number to access UNSW systems.

# Appendix A: Setting up MFA (Multi-Factor Authentication)

Once you have activated your zID you will need to set up the "MFA".



MFA requires two factors to verify your login; something you know such as your password and something you have such as your smartphone. MFA helps you to protect your identity, data and UNSW from unwanted threats and phishing.



## Before you start:

The following instructions are provided by UNSW for all students. You can follow these instructions and you can contact UNSW IT directly for help as explained in the instructions:

<https://www.myit.unsw.edu.au/contact-us>

## Setting up MFA:

Follow one or more of these guides to set up and use MFA:

- You can watch this short UNSW video for an overview first. [Introduction and MFA setup](#);
- You can follow these UNSW instructions: [Setting up MFA](#);
- Optional: [Set up MFA when Microsoft Authenticator app is unavailable in your smartphone's app store](#);
- You can visit the UNSW MFA website for full details: [UNSW MFA website](#); or,
- For further information: [FAQs for students](#).

## Using MFA:

Once set up, MFA will sometimes request verification when you log on to systems (such as Moodle) with your Z-ID. For a guide on using MFA see these instructions: [Using MFA](#)

# Setting up MFA for students on other phones



## Set up MFA when Microsoft Authenticator app is unavailable in your smartphone's app store

### Multi-Factor Authentication (MFA)

Updated: 14 July 2022

Multi-Factor Authentication (MFA) is a requirement to access UNSW single sign-on (SSO) applications. MFA provides an additional layer of security to protect the University and your zID account from unauthorised access.

**Only use this guide when the Microsoft Authenticator app is not available in your smartphone's app store.** This process requires you to scan the QR code and install the *Lenovo app store* first so that you can then download Microsoft Authenticator app on your smartphone (Part 1 instructions). Part 2 then follows on as the instructions to complete the MFA registration on your computer.

For Microsoft Authenticator support, or to discuss your [MFA alternatives](#) should Microsoft Authenticator not be suitable, call the **IT Service Centre on 02 9385 1333** and select MFA from the options presented. Alternatively drop into one of the many [IT Walk-In Service Centres on campus](#). Please have ID verification with you.

Refer to the [MFA website](#) for all MFA information and how-to guides:

- [Set up MFA using Microsoft Authenticator](#) (if you can download the app from the phone app store)
- [Use Microsoft Authenticator](#)
- [Use Microsoft Authenticator without a data/internet connection](#)
- [Transfer Microsoft Authenticator app to a new phone](#)
- [Set up and use a YubiKey](#)
- [Set up and use a YubiKey for non-Windows devices](#) such as Mac and Linux.
- [Set up MS Authenticator app on a second mobile device](#) as a backup
- [FAQs for staff](#)
- [FAQs for students](#).

### To complete this task, you will need

- Your zID@ad.unsw.edu.au account and password.
- A computer with internet access.
- A compatible smartphone with data connection.
- Please allow approximately 5 minutes to complete the setup.
- Have all your equipment ready and complete the setup from beginning to end in one go.

## Instructions to set up MFA

You only need to set up MFA once, using your computer and the Microsoft Authenticator app on your smartphone. After setup, do not delete/uninstall the app from your smartphone. You will need this app to verify your login when accessing University SSO applications periodically.

If you delete/uninstall the app from your smartphone, call the IT Service Centre first as they will need to reset your account before you can follow these instructions again.

CRICOS Provider Code 00098G

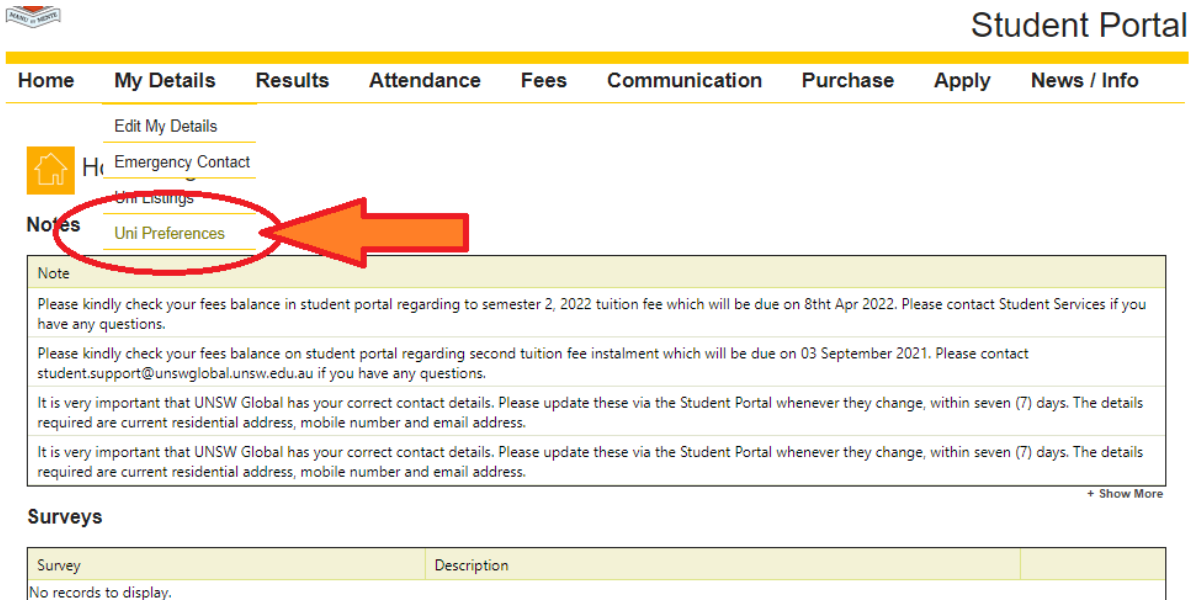
## Getting help with MFA

MFA is controlled by UNSW, not UNSW College, so please contact the UNSW IT:

<https://www.myit.unsw.edu.au/contact-us>

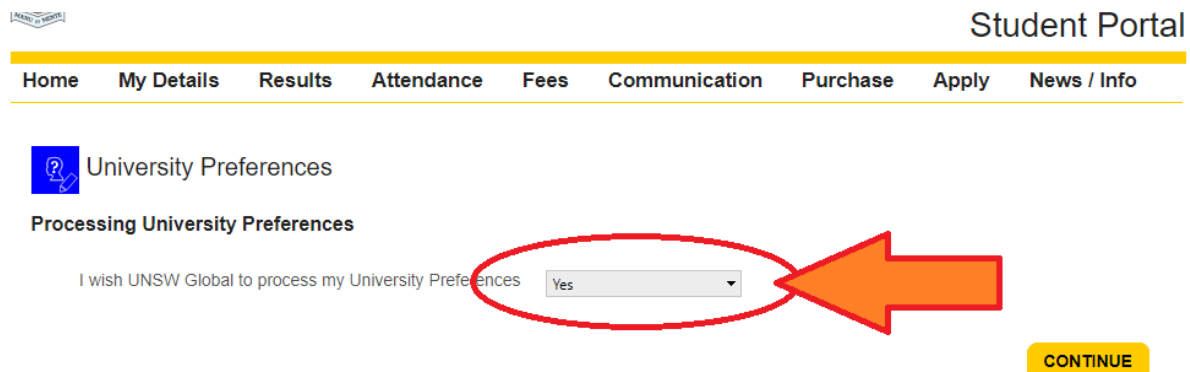
# Appendix B: Choosing UNSW Undergraduate degree Preferences

Step 1: Go to the Student Portal at <https://student.ufs.unsw.edu.au/MyProfile> and select 'My Details' and then 'Uni Preferences'.




The screenshot shows the Student Portal interface. At the top right, it says "Student Portal". Below that is a navigation bar with links: Home, My Details, Results, Attendance, Fees, Communication, Purchase, Apply, and News / Info. Under "My Details", there are sub-links: Edit My Details, Emergency Contact, Uni Listings, and Uni Preferences. The "Uni Preferences" link is circled in red, and a red arrow points to it from the right. Below the navigation is a "Notes" section with several text-based notes regarding tuition fees and contact details. At the bottom of the notes is a "+ Show More" link. Below the notes is a "Surveys" section with a table header: Survey, Description, and an empty cell. Below the table, it says "No records to display."

Step 2: Under "I wish UNSW College to process my University Preferences", choose 'Yes' and then click on 'CONTINUE'.



The screenshot shows the "University Preferences" page in the Student Portal. At the top right, it says "Student Portal". Below that is a navigation bar with links: Home, My Details, Results, Attendance, Fees, Communication, Purchase, Apply, and News / Info. The main heading is "University Preferences" with a question mark icon. Below that is the sub-heading "Processing University Preferences". The main content area contains the text "I wish UNSW Global to process my University Preferences" followed by a dropdown menu with "Yes" selected. The dropdown menu is circled in red, and a red arrow points to it from the right. At the bottom right of the page is a yellow button labeled "CONTINUE".

Step 3: Carefully read the Terms and Conditions. Then click on 'I have read and understood the above Terms and Conditions' and then click on 'CONTINUE'



## University Preferences

### Terms and Conditions


**Important. Please read carefully.**

1. If I do not enter any preferences in the Preferences system, I will not receive a UNSW offer after completing my UNSW Foundation Studies program.
2. It is my responsibility to ensure that my degree/diploma preferences are in order of what I want to study most.
3. UNSW Degree programs and entry requirements are subject to change without notice and do not constitute guaranteed entry into any of the UNSW program preferences I have listed. For up to date information I can [contact Future Students](#) or [visit the UNSW Undergraduate Handbook](#)
4. If I apply for a UNSW program which is outside my stream of studies, the university may require a higher GPA and English grade than advertised, and my application will be assessed by the faculty on a case-by-case basis.
5. It is my responsibility to research and obtain information on all aspects of my preferred UNSW degrees/diplomas, including any additional entry requirements I may need to meet (e.g. interviews, portfolios and application closing dates). I will only be eligible for a UNSW offer if I have met **all** of the entry requirements.
6. UNSW Global will send my contact details and preferences to UNSW Admissions.

**I have read and understood the above Terms and Conditions**


**CONTINUE**

Step 4: Next, update your Contact Details and then click 'CONTINUE'.



## Student Portal

[Home](#) [My Details](#) [Results](#) [Attendance](#) [Fees](#) [Communication](#) [Purchase](#) [Apply](#) [News / Info](#)



### University Preferences

#### Address Details

What contact address do you want to provide to UNSW?

#### Verify Your Current Email Address

If you are eligible for a UNSW offer, it will be sent to your UNSW Global email address. As a backup, please also provide an additional current email address.

Email Address

**Details Correct**

#### Permanent Resident

I have already applied to DIAC for Australian permanent residency and I believe that it is likely to be approved before I start university.

#### Verify Address Details

[Clear Address](#)

Country

Address Line 1

Address Line 2

Address Line 3

Suburb or City

State or County

Post/Zip Code

**Details Correct**

**CONTINUE**



Step 5: Click 'Add New Preference' and list each degree that you are interested in studying at UNSW.



Home My Details Results Attendance Fees Communication Purchase Apply News / Info



### University Preferences

#### Current University Preferences

Your original provisional offer was for 3970 - Science (GPA 6.9, English Grade C+) in 2023 Term 1. You must list this provisional offer as one of your preferences for it to be considered for your university placement.

The GPA for each degree is reviewed in the middle of every year, and the entry requirements of the course may change.

*If the GPA requirement for your original provisional offer is increased, your original provisional offer GPA will be honoured.*

*If the GPA requirement is lowered it will be reflected in the program list when you add your preferences.*

Please note that if you do not submit any preferences and qualify for your provisional offer, you will be given a UNSW offer for that program.

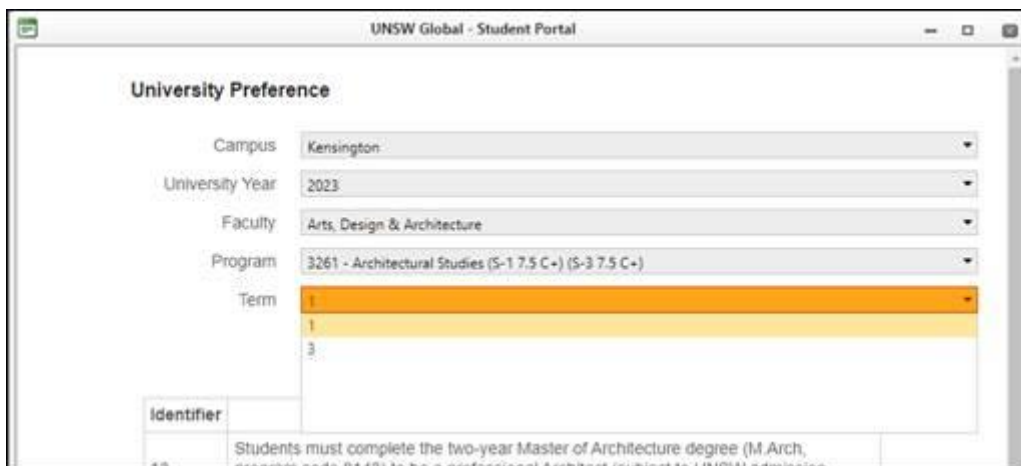
Order	Campus	Year	Term	Faculty	Program	GPA	English Grade	Program Notes	Offer Type
No records to display.									

You should select at least 4 University Preferences.

Step 6: For each of the degree/diploma choices, use the drop-down menus to select the appropriate selections.

- Campus – Kensington for most UNSW degrees.
- University Year – The year that you will start at UNSW.
- Faculty – the relevant Faculty for the degree of your choice.
- Program – enter the degree that you would like to study at UNSW.
- Term – Term 1, 2 or 3 at UNSW.

Then click on 'ADD'.



Step 7: Use the arrows on the left to change the order of your preferences if necessary. The choice at the top of the list will become your first preference.

Add New Preference											
Order	Campus	Year	Semester	Faculty	Program	GPA	English Grade	Program Notes			Offer Type
▼	Kensington	2020	1	UNSW Business School	3502 - Commerce (All specialisations)	8.0	B	ID 4	Note Assumed knowledge in Mathematics. Please refer to the UNSW website for more information ( <a href="https://www.futurestudents.unsw.edu.au/assumed-knowledge">https://www.futurestudents.unsw.edu.au/assumed-knowledge</a> ).	None	<a href="#">Edit</a> <a href="#">Delete</a>
▲	Kensington	2020	1	UNSW Business School	3584 - Commerce/Bachelor of Information Systems	8.0	B	ID 4	Note Assumed knowledge in Mathematics. Please refer to the UNSW website for more information ( <a href="https://www.futurestudents.unsw.edu.au/assumed-knowledge">https://www.futurestudents.unsw.edu.au/assumed-knowledge</a> ).	None	<a href="#">Edit</a> <a href="#">Delete</a>
▲	Kensington	2020	1	UNSW Business School	3543 - Economics (All Majors)	7.8	B	ID 4	Note Assumed knowledge in Mathematics. Please refer to the UNSW website for more information ( <a href="https://www.futurestudents.unsw.edu.au/assumed-knowledge">https://www.futurestudents.unsw.edu.au/assumed-knowledge</a> ).	None	<a href="#">Edit</a> <a href="#">Delete</a>
▲	Kensington	2020	1	UNSW Business School	3979 - Information Systems	7.5	B	ID 4	Note Assumed knowledge in Mathematics. Please refer to the UNSW website for more information ( <a href="https://www.futurestudents.unsw.edu.au/assumed-knowledge">https://www.futurestudents.unsw.edu.au/assumed-knowledge</a> ).	None	<a href="#">Edit</a> <a href="#">Delete</a>

You should select at least 4 University Preferences.

## Appendix C: Accommodation in Sydney

UNSW campus is located in the Eastern Suburbs of Sydney and many students choose to live by the beach in places such as Coogee, Clovelly, Maroubra and iconic Bondi Beach. UNSW, like other universities in Sydney, is a commuter campus with a vast majority of local and international students living off campus. Sydney is safe, accessible, and vibrant city, with public transport connecting the UNSW campuses, beaches and city centre.





## What is available?

*Note:* Colleges are communities where students have an individual room but join each other in a large dining hall for meals and share bathrooms. Apartments consist of 1–5-bedroom units, with shared kitchens, lounge rooms and bathrooms, and students cook their own meals.

### UNSW Accommodation

UNSW has several on-campus colleges and apartments that are owned by UNSW. They operate on a full calendar-year model, where students apply to enter in January and stay until December. As a result, applications usually open in September/October each year. Early applicants are considered first, so E1 students should monitor the website from early September, and apply as soon as they can.

As some students graduate or move out at the end of Term 1 or Term 2, UNSW Accommodation often re-opens applications to fill these vacant rooms. E2 and E3 students are advised to check the UNSW Accommodation website to see when these applications open and apply as soon as they can.

<https://accommodation.unsw.edu.au/fag/application-process/when-do-applications-open-each-year>



### Affiliated Colleges and Apartments on campus

UNSW has a number of on-campus or close by colleges and apartments that are privately owned and managed. See details below.

As affiliated accommodation, each college has their own application and enrolment process. You need to apply directly to your accommodation of interest as early as possible.

#### **Shalom College**

Shalom College has been known for its personal, academic, and inclusive community since it was established in 1973. We attract residents of all denominations who want to succeed in academic studies while meeting friends through social, sporting, and cultural activities.

Application deadline: Ongoing until filled. Apply early.

[www.shalomcollege.unsw.edu.au](http://www.shalomcollege.unsw.edu.au)

## **The Village**

UNSW Village features fully furnished apartments and residential life events to keep you learning and entertained. What's more, we're right on campus in the heart of Kensington. This means no crowded buses to and from university, easy access to classrooms and waking up 10 minutes before your morning lecture!

Application deadline: Ongoing until filled. Apply early.

[www.mystudentvillage.com/au/unsw](http://www.mystudentvillage.com/au/unsw)

## **New College**

New College is a fully catered, residential community on-campus at UNSW founded on Christian faith and values. Accepting residents of all faiths & none, the College is known for an outstanding record of academic achievement and a comprehensive social, sporting and cultural program.

Application deadline: Ongoing until filled. Apply early.

[www.newcollege.unsw.edu.au](http://www.newcollege.unsw.edu.au)

## **Warrane College – (male only)**

Warrane College is a residential community of 140 male university students and academics. Our residents understand the importance of preparing for their future roles in society, and the College supports their development.

Application deadline: Ongoing until filled. Apply early.

[www.warrane.unsw.edu.au](http://www.warrane.unsw.edu.au)



## **Off Campus Student Accommodation**

Sydney has several private accommodation providers catering specially to students. Accommodation is located around Sydney – generally around 20-50 minutes by transport from the UNSW campus. These options offer high-quality rooms with air conditioning and extra services.

## **Shared Accommodation**

Usually a single room (furnished or unfurnished) in a flat or house often shared with other students. Facilities and expenses such as rent, electricity, gas, phone, and bond are usually shared.

## Room & Facilities

Usually a furnished room and use of facilities in a private home. You have use of the kitchen to do your own cooking. Expenses such as gas & electricity are often included in the rent.

## Properties to Rent

Furnished and unfurnished flats and houses are also listed. Depending on the location, number of rooms and general condition of the property, rent will vary considerably. A 6 month or longer lease is usually required when renting an apartment or house. For unfurnished premises a bond of four weeks' rent is payable before you move in. Telephone, gas, and electricity bonds may also be required.

## How To Find Your Own Accommodation - Private Apartments/Share Houses

### Before you arrive – booking temporary accommodation.

If you are planning on finding your own private apartment or share house while you are in Sydney, we highly recommend arriving a week or two early to allow time to find more permanent housing - i.e. AirBnB or a Hostel/Hotel.

*Important: Please note that you should never arrange non-UNSW accommodation nor transfer money from overseas. To ensure you are securing a property that is legitimate and secure, only commit to a lease/tenancy agreement if you have viewed the property in person and are happy with the living arrangements.*

### Temporary Accommodation located near UNSW.

UNSW has many different options in terms of temporary accommodation within walking or a short bus-ride from campus. Options include – Airbnb, Lodges, Hostels, Hotels, Motels, Serviced Apartments. Some of these options may include options for longer stays.

Recommended suburbs close to UNSW: Randwick, Kensington, Kingsford, Coogee, Maroubra, Waverley, Queens Park, Bronte, Bondi, Rosebery, Eastlakes, Pagewood.

Please ensure you are booking through a reputable site, and the place has many positive reviews.

### Private Rentals

Before you rent a private property, think about where you'd like to stay. Remember to do your research and keep all your receipts. Whether you are renting by yourself or with a friend we have some top tips of you when finding a place.

Recommended websites:

[www.domain.com.au](http://www.domain.com.au)

[www.realestate.com.au](http://www.realestate.com.au)

[www.flatmatefinders.com.au](http://www.flatmatefinders.com.au)

## Top Tips for renting

- Use official real estate websites.
- Sign a contract. A contract will include such things as; Dates of stay, Weekly rent fee, Cancellation Policy and mention any extra fees.
- Ensure your Bond is lodged with the Department of Fair Trading. This will protect your deposit.
- Keep accurate records:
  - Keep all payment receipts.
  - Obtain Landlords real name and email address (e.g. not only WeChat name).
  - Obtain companies true address and contact number.
- Never give anyone any money for a property you haven't inspected (inside and out).
- Being close to public transport is very helpful in Sydney.
- Make sure you understand the tenancy agreement (contract) before you sign.

## Off Campus Housing – helpful links for assistance

UNSW: [www.student.unsw.edu.au/accommodation/external](http://www.student.unsw.edu.au/accommodation/external)

UNSW Rent/Sublet Facebook Group [www.facebook.com/groups/278776358905533](https://www.facebook.com/groups/278776358905533)

## Some Commonly Used Terms

**Bond:** You pay a rental bond as security to the landlord, in case you leave without paying rent, or you damage the premises. It is usually equal to 4 weeks' rent (6 if the place is furnished). It is paid to the landlord or head-tenant who should lodge it with the Rental Bond Board. If your landlord is unwilling to do this or you do not receive a receipt from the Rental Bond Board within three weeks, please visit the Housing Office for advice.

**Rent in Advance:** Two weeks rent may be required in advance.

**Co-tenant:** Sharers are usually co-tenants. This means you all have equal responsibility. If someone fails to pay the rent, you may have to pay their share. Often, sharers are asked to put their name on the lease between the owner of the premises and the tenants.

**Sub-tenant:** If you share with the owner of the house or flat, or one of the other tenants is the tenant named on the lease, you are probably a sub-tenant. The head-tenant is responsible for the premises and so is your landlord.

**Residential Tenancy Agreement:** Otherwise called a **Lease**. You may have to sign this document which sets out the rights and responsibilities of yourself and the landlord.

**Rent:** You should discuss the amount of rent to be paid. In particular you should find out whether expenses such as gas and electricity are included. You should also be clear on when the rent is due and how often it is to be paid. It is your responsibility to make prompt and regular rent payments.

**Length of Stay:** You should discuss the length of stay with your landlord. Remember to take into account the duration of your course and your plans for the holidays. Any length of time is possible, or you may both agree not to specify a time limit.

**Use of Facilities/Equipment:** Both parties should be clear on which facilities and equipment are available for your use. In all cases you should have use of kitchen, bathroom & laundry facilities. You need to discuss your use of items such as telephone, TV, video, stereo equipment, etc.

**Leaving:** If you have signed a Residential Tenancy Agreement there are certain rules that must be followed regarding giving notice. Generally, two to three weeks is considered 'reasonable'.