



# 2013 Exchange Partner Fact Sheet

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# Fact Sheet for Exchange Partners 2013

## Closing dates

### Monash semester one

1 November (previous year)

### Monash semester two

1 April

## Exchange balances

Australian universities are required to maintain close control of exchange student balances because these affect the funding arrangements we have with the Australian Government. To help us manage balances, please check with us before selecting any students for exchanges to Monash. We are happy to agree on numbers well in advance to suit your recruitment timetables.

## Application procedure

### Eligibility

- Completed at least one full year at home university
- Minimum GPA of 3.0 or 60% or equivalent
- Met Monash English requirement for study plan at Monash (see English Requirements section below)

### Application form

[www.monash.edu/studyabroad](http://www.monash.edu/studyabroad)

Application forms and supporting documents can be sent by mail or courier, or scanned and emailed. If you email applications to us please make sure you have sighted the originals of all supporting documents, especially the academic transcripts and English test scores, and stamp them to confirm that you have seen the originals.

### Supporting documents.

Please provide:

- One official transcript for each university attended (translated into English and certified)
- English test results (if applicable)
- Copy of passport personal information page

If applying for on-campus accommodation:

- Complete the accommodation application
- Provide two passport-sized photos

N.B. If applicants do not meet the English language requirements they may be eligible for a 'conditional offer' based on completion of a 10 or 15 week Monash English Bridging Program (MEB), (see page 3). They will need to complete the program during a semester and if are successful will be admitted for the exchange program the following semester. Therefore, applications received on the first of November to study in February of the following year will be offered an MEB Program for February semester and a 'conditional offer' for a semester two university exchange starting in July.

### Approval process

Partners should not advise students they have been accepted to Monash until Monash Abroad has sent an official 'letter of offer'.

### Initial Assessment

Monash Abroad staff will acknowledge receipt of applications as soon as they are received.

Monash Abroad carries out the initial assessment, checking the applications are complete and the students have met the eligibility criteria, including English proficiency. In the case of exchange nominations, the exchange balance between Monash and the partner university is checked, unless agreement has already been reached before the nominations are sent to Monash.

As Monash Abroad office administers both incoming and outgoing student exchanges, incoming applications received well before the deadline will not necessarily be processed immediately.

### Study Plan approval

Once the initial assessment has been completed, applications are sent to each faculty where students have requested units. Faculties are responsible for assessing whether students have the necessary prerequisites and academic background to undertake the selected units. Enrolments staff in each faculty assess the exchange applications alongside academic staff responsible for the specific units. This means that a study plan may require multiple approvals across more than one faculty, a process which may take between two to eight weeks (from application closing date).

Faculty staff may request course outlines and other material from a student's home university to assess the student's suitability for a particular unit. Such requests will normally be forwarded by Monash Abroad staff.

### Offer of admission

As soon as the study plan is approved, Monash Abroad will issue a formal letter of offer of admission to Monash. This will be emailed directly to the student and copied to the partner university.

### Acceptance of offer

To accept the offer the student must sign and return an acceptance form to Monash Abroad. Accompanying the letter will be a list of the student's preapproved units and a Monash Abroad Pre-Arrival Guide. The student must return the acceptance by scanned email or fax to Monash Abroad within 14 days or the offer lapses. Most students must also send payment for the compulsory health insurance (see Overseas Student Health Cover below).

### Confirmation of Enrolment certificate

Monash Abroad will issue the Certificate of Enrolment (CoE) as soon as acceptance and payment have been received. We will email the Certificate of Enrolment (CoE) directly to the student, except in cases where partners and agents have requested we send the CoE to them. The CoE is required before an application can be lodged for an Australian student visa. The certificate is recorded electronically in the Australian Government visa system, so it is not possible to apply for a visa before this certificate is issued.

# English language requirements

## English requirements

All students applying to Monash must provide documentary evidence they meet one of the following requirements:

- applying for undergraduate units – satisfactorily completed at least two semesters within the last two years, or two years in the last five years, at a university where English was the language of instruction and assessment; or
- postgraduate units – satisfactorily completed at least three semesters within the last two years, or three years in the last five years, at a university where English was the language of instruction and assessment; or
- an IELTS or TOEFL test taken less than two years before commencement at Monash with the minimum scores listed in the table below; or
- students from Denmark, Finland, Germany, Netherlands, Norway or Sweden – achieved specified grades in specified subjects at secondary school (see your study abroad office for details).
- In some countries an IELTS test is required to obtain an Australian student visa – see [www.immi.gov.au/students](http://www.immi.gov.au/students) for details.

## Improving English at Monash

### If applicants are just below the entry score

If applicants are just below the minimum entry score they may be able to do a Monash English Bridging Program at Monash College. They will pay extra tuition fees but Monash Abroad has arranged discounted rates for exchange students. Ten and 15 week courses are offered, depending on the student's level of English, and are timed to allow commencing exchange at the beginning of the following semester. For instance, English bridging programs start in October and November each year and finish in time for them to start first semester in February the following year. The programs are taught in dedicated language training facilities on campus at Monash University.

If your students are interested in doing a bridging program, contact Monash Abroad. If they are eligible they will be given a conditional offer to Monash as an exchange student. They should not apply directly to Monash College.

Details of the bridging programs can be found at [www.monash.edu.au/international/studyabroad/course-info/elbp.html](http://www.monash.edu.au/international/studyabroad/course-info/elbp.html)

### Studying English for credit

Several units are offered within the English as an international language course which enable students to gain a deeper understanding of the English language. They do not focus solely on the teaching of English language skills; rather they encourage personal language development.

See the section on 'Some interesting units (courses) offered at Monash' for more details: [www.monash.edu/international/studyabroad/courseinfo/units.html](http://www.monash.edu/international/studyabroad/courseinfo/units.html)

### Practicing English

The Monash language exchange program arranges for international students to help local students who are studying a foreign language – Japanese, Indonesian, Korean and Mandarin are popular languages, however, your language may also be in demand, so it is worth getting in touch to gauge interest.

In exchange, international students receive assistance with English communication and social interaction with local students. Participants are matched to the language requested, age and male/female preference. Time involved – one hour per week. [www.monash.edu/international/languageexchange](http://www.monash.edu/international/languageexchange)

## English Language Requirements for entry into Monash University

| Minimum Scores             | IELTS |       | TOEFL |       | IB TOEFL |           |         |
|----------------------------|-------|-------|-------|-------|----------|-----------|---------|
|                            | Total | Bands | Total | Bands | Total    | All Bands | Writing |
| <b>Undergraduate units</b> |       |       |       |       |          |           |         |
| Law and pharmacy           | 7.0   | 6.5   | 600   | 5.0   | 100      | 20        | 24      |
| All other faculties        | 6.5   | 6.0   | 580   | 4.5   | 90       | 20        | 22      |

Postgraduate courses have a higher TOEFL and IELTS English score requirements therefore the above minimum scores do not apply to students applying for postgraduate studies. Please refer to the Monash University Course Finder for further information: <http://monash.edu/study/coursefinder> or contact the Monash Abroad IEC for your region.

# Monash Terminology

## Course

Degree or Program (e.g. Bachelor of Arts.)

## Unit

Subject or course (e.g. Introductory Accounting.)

## Unit code

Each unit has a seven character code e.g. AFW1001.

AFW letters indicates discipline e.g. Accounting 1 first number indicates year level as shown below:

1 – first year

2 – second year

3 – third year

4 – honours (fourth year)

Units starting with a number higher than four are usually postgraduate units and only available to postgraduate exchanges upon special approval – there are some exceptions to this guideline for some faculties. The handbook lists units individually and will state if the unit is a postgraduate or undergraduate.

## Credit points

All units are worth six credit points (a few higher level units are worth 12 points).

## Full time load

24 credit points per semester (usually four units) or 18 credit points (usually three units).

## Faculty

All units belong to a faculty. Exchange students are allocated to the faculty in which they are doing the majority of their units.

## Prerequisites

Units which must have been completed at the home institution before this unit can be studied. These apply to exchange students.

## School

Major discipline within a faculty.

## Department

Specific discipline within a school.

## Lecture

Class of 10–250 students where an academic delivers a one or two hour lecture.

## Tutorial

Class of 5–25 students where an academic leads group discussion and students make individual or group presentations.

## Laboratory session/Workshop

Class of 10–100 students conducted in a laboratory.

## Minimum enrolment

Under Australian visa rules, exchange students must be enrolled full time throughout their stay.

At Monash, full time is defined as 18 credit points (usually three units) or 24 credit points per semester (usually four units).

A normal full-time load for Australian students per semester is 24 credit points.

## Maximum enrolment

Students cannot enrol in more than 24 credit points per semester.

## Unit study hours

These vary and are specified for each unit in the Handbook but the following is a general guide.

### Non lab units

Two 1-hour lectures per week

One 1-hour tutorial per week

Three–five hours private study and reading required per week

### Lab units

Two 1-hour lectures per week

One 3-hour laboratory session per week

One to three hours private study and reading required per week

## Handbooks

There are separate handbooks for undergraduate and postgraduate courses.

Available online from October each year at [www.monash.edu/pubs/handbooks](http://www.monash.edu/pubs/handbooks)

[Monash Course Finder](#) may also be helpful as it can be searched by keyword but it will produce a list of Monash courses (degrees or programs) not units. From the course information you can navigate to individual unit details. **Please note the fee and application information in Course Finder does not apply to exchange students.**

<http://monash.edu/study/coursefinder>

## Key dates

### Semester 1

- On-campus rooms available Saturday, 16 February. (Rooms may be available earlier on request)
- Students to arrive by Monday, 18 February.
- **Monash Abroad orientation Tuesday, 19 February to Thursday, 21 February (compulsory).**
- University orientation Monday, 25 February to Friday, 1 March.
- Classes begin Monday, 4 March.
- Mid-semester break Friday, 29 March to Friday, 5 April.
- Classes end Friday, 2 June.
- Exams begin Monday, 10 June.
- Exams end Friday, 28 June.
- On-campus rooms vacated by Saturday, 6 July (can be extended for academic purposes only).

### Semester 2

- On-campus rooms available Saturday, 13 July. (Rooms not generally available earlier)
- Students to arrive by Monday, 15 July.
- **Monash Abroad orientation Tuesday, 16 July to Thursday, 18 July (compulsory).**
- University orientation Monday, 22 July to Friday, 26 July.
- Classes begin Monday, 29 July.
- Mid-semester break Monday, 30 September to Friday, 4 October.
- Classes end Friday, 5 October.
- Exams begin Monday, 4 November.
- Exams end Friday, 22 November.
- On-campus rooms vacated by Saturday, 30 November (can be extended on request).

## Orientation

There is a special enrolment and orientation program conducted by Monash Abroad for exchange students each semester. It is **compulsory** for all students and takes place approximately ten days before the start of semester (usually in the third week of February and the second week of July).

**It is essential students arrange travel so that they can attend.**

The Monash Abroad orientation is separate from the international orientation (for full course international students) and the general university orientation (for all commencing students). Students should ensure they check the correct program on the Monash Abroad website: [www.monash.edu/international/studyabroad/support/orientation.html](http://www.monash.edu/international/studyabroad/support/orientation.html)

## Academic information

### Study plan – Unit selection

Apart from the prohibitions listed below, exchange students can apply for any units for which they meet prerequisites.

Students should note the following when preparing their study plans:

- Select eight units per semester in case some are refused or unavailable.
- Units should be at first, second or third year level, unless students are postgraduates. Fourth year units can only be selected if they are not postgraduate units and providing the student has completed a minimum of three years of undergraduate in the same area at their home university.
- Postgraduate students are considered on a case by case basis.
- Check that units are offered in the relevant semester.

All units must be offered on one campus, except Clayton and Caulfield where a mixture of units can be selected, subject to final class timetable.

### Unit prohibitions and other academic requirements

The following prohibitions apply to exchange students.

- Fourth year and honours are limited, as per above.
- Units offered only at Monash's offshore campuses/teaching centres (Malaysia, South Africa, or Prato) are only available when the whole exchange or study abroad program is taken at that location. Units offered at other external Monash teaching locations (Singapore, Hong Kong, etc) are not available.
- Off-campus learning (OCL) or distance education (DE) units are not available.

### Faculty of Art, Design and Architecture

Students enrolled in more than 50 percent Art, Design and Architecture units must also enrol in the non-credit Occupational Health and Safety unit OHS1000 for which there is a fee.

Students applying to do studio based units should include a portfolio of relevant work, preferably on CD or DVD.

### Faculty of Arts

Language units are strictly sequential and students must fulfil exact prerequisites.

### Faculty of Business and Economics

Quotas are imposed on some units, particularly at the Clayton and Caulfield campuses. The earlier complete applications are received by Monash Abroad, the better the chance students will be approved to enrol in units with quotas.

Students applying to do accounting, finance, economics, econometrics or statistics units at the Clayton campus may be required to produce evidence of completion of high level mathematics (final year secondary school or tertiary level). If they do not have results from similar units they should attach curricula and results from their high school maths studies for assessment.

- Postgraduate units at Clayton campus cannot be taken by exchange students or as single units. These are only offered to full degree students as they are structured to be studied as part of a whole degree.
- Postgraduate coursework units are available at the Caulfield campus and will be approved on a case by case basis.
- Students applying for MBA units must meet the following minimum requirements:
  - Two years relevant work experience.
  - Provide a resume showing both study and employment.
  - English test score of IELTS 7.0 with no band under 6.0 (or the TOEFL equivalent).

### Faculty of Education

Units with practical teaching components will be considered if the student is enrolled in a teaching program in their home university.

- The units offered for exchange students will be limited to first, second and third year units only.
- Units will be subject to the availability of placements.
- Applications will be assessed on a case by case basis for eligibility.
- If applicants are eligible (and placements are available) students will be required to undertake a 'Working with Children Check'. This will be arranged by the Faculty of Education during orientation at a cost of A\$80 (September 2012).

### Faculty of Engineering

No prohibitions but prerequisites must be met.

### Faculty of Information Technology

Students must attach a document to their study plan outlining the content of each course/unit they have studied or are currently studying in Information Technology at their home institution. This synopsis must be in English. For example:

#### FIT1002 Computer programming

This unit will provide students with an overview of programming and its role in problem-solving and strategies for meeting user requirements and for designing solutions to programming problems. The fundamental programming concepts of the memory model, data types, declarations, expressions and statements, control structures, block structure, modules, parameters and input and output will be applied within the context of objects, attributes, methods, re-use, information-hiding, encapsulation and message-passing. Software engineering topics include maintainability, readability, testing, documentation and modularisation.

### Faculty of Law

The Faculty of Law will only allow students who are studying law at their home university to enrol in law units.

The following units have quotas and are unavailable to exchange students as preference is given to full degree Monash students: LAW5216, LAW5149, LAW4183, LAW5110, LAW4162, LAW5207, LAW4173, LAW4174, LAW4214, LAW4160, LAW5127, LAW5151, LAW1003, LAW2003, LAW3003, LAW4003

### Faculty of Medicine, Nursing and Health Sciences

- Bachelor of Medicine and Bachelor of Surgery units not available.
- Psychology units only available to students with substantial previous study in psychology.

- School of Psychology has strict requirements for progression at undergraduate level. In order to assess applications from exchange and study abroad students they require official unit /subject descriptions for all previously studied psychology units including the number of hours of classes per week, the assessment requirements of the units, the textbooks used, and an outline of the content.
- Approval for first year units is more straightforward but students applying for second or third year units must have a working knowledge of a stats program like SPSS and have previously written scientific lab reports.

### Faculty of Pharmacy and Pharmaceutical Sciences

Students can only apply for first year pharmacy units unless they come from another Bachelor of Pharmacy or Bachelor of Pharmaceutical Science degree.

### Faculty of Science

No restrictions.

## Grading scale

Faculties at Monash use a common grading scale for undergraduate coursework units, although a few units are awarded simplified grades such as “Completed”.

The standard scale is:

High Distinction HD 80–100% (this result is difficult to achieve)

Distinction D 70–79%

Credit C 60–69%

Pass P 50–59%

Fail N <50%

Full details of the Monash grading scale and assessment policy can be found at <http://policy.monash.edu.au/policy-bank/academic/education/assessment/grading-scale-policy.html>

Monash does not recommend any particular conversion scale to its partner universities.

## Insurance

### Health Cover (OSHC)

Under Australian Government visa rules, all exchange students (except those from Belgium, Sweden and Norway) must have Overseas Student Health Cover (OSHC) before they can apply for a student visa. This health insurance policy is provided by a private insurance company and arranged by Monash. It covers basic medical, hospital and pharmaceutical costs while students are in Australia and enrolled at Monash. The policy does not cover the full cost of most medical and pharmaceutical services but generally covers the full cost of hospital treatment in a public hospital. It does not cover dental or ophthalmology costs.

Students are required to pay the insurance premium before we can issue their CoE.

Full details can be found in the Monash Abroad Pre-Arrival Guide sent to all students with their offer of admission and on the Monash Abroad website: [www.monash.edu/studyabroad](http://www.monash.edu/studyabroad)

### Travel Insurance

Monash Abroad strongly recommends all incoming exchange students obtain comprehensive travel insurance to cover travelling outside Australia and to provide cover for baggage, emergency travel and medical costs not covered by OSHC.

## Visas

### Student Visa

Exchange and study abroad students must enter Australia with a sub-class 575 student visa and not a tourist visa. Before applying for a visa, students will need a letter of offer from Monash University and a Certificate of Enrolment (CoE).

Students should apply for visas as early as possible. Students from some countries can apply for visas online but from other countries it may take up to 90 days, particularly if they have to obtain a health clearance. Please refer to the Department of Immigration and Citizenship (DIAC) website at [www.immi.gov.au/students](http://www.immi.gov.au/students) for detailed information about student visas. The charge for a student visa is currently \$A535 (correct at August 2012). Student visas are normally valid for one month beyond the end of semester for which the student is enrolled.

### Extending stay in Australia

Students wishing to extend their stay in Australia once they have completed studies will need to apply for a tourist visa. Tourist visas are granted as long as students do not have an 8534 or 8535 condition on their student visa (details about these conditions can be found on the DIAC website). Students will need to provide a letter confirming completion of studies with their application for extension of stay in Australia. Further information about tourist visas can be found on the following website: [www.immi.gov.au/visitors](http://www.immi.gov.au/visitors)

## Living costs

Information about living costs in Melbourne for international students can be found at [www.monash.edu/study/international/prepare/cost-of-living.html](http://www.monash.edu/study/international/prepare/cost-of-living.html). This information is primarily for international students doing full three year courses at Monash so there may be some variations for short term exchange students. You can also get an idea of living costs in Melbourne at: [www.liveinvictoria.vic.gov.au](http://www.liveinvictoria.vic.gov.au)

## Accommodation

### On-campus

University accommodation is available on all Monash campuses except Parkville.

Monash Abroad has an allocation of rooms in on-campus accommodation at Monash Residential Services (MRS) Clayton. Students should apply for on-campus accommodation in their initial application to Monash Abroad in order to be considered for housing. Every effort is made to place those students who apply for on-campus accommodation at Clayton, however it is competitive and we cannot guarantee exchange students will be offered housing.

Accommodation at all other campuses is limited and therefore subject to availability. Exchange students commencing in either semester are welcome to apply for accommodation at Caulfield, Berwick, Gippsland or Peninsula and will be notified by means of an offer if a place becomes available.

If students want to apply for on-campus accommodation they must complete the accommodation section of the Monash Abroad application form and ensure their applications reach Monash Abroad by the due date. Students will receive a separate offer of accommodation from Monash Residential Services (MRS) and will be instructed to accept their offer and pay the accommodation deposit. They must accept this by the due date, generally about six weeks before the start of each semester.

If there are more applications for on-campus accommodation than available beds, students will be notified by their coordinator of the status of their application as soon as possible. Before students accept their accommodation offer should carefully read the terms and conditions. If they accept the offer and change their minds about living in the Halls of Residence they will be responsible to pay rent until MRS is able to fill the room. This could potentially equate to paying for a whole semester of accommodation, even if they withdraw from their exchange after accepting the accommodation offer.

Exchange students must apply through Monash Abroad and not directly to MRS.

Accommodation contract dates for 2013:

**Semester one: 16 February – 6 July**

**Semester two: 13 July – 30 November**

All students will be charged per night if they stay longer than the minimum 20 weeks but they cannot receive a refund if they stay less than the minimum. Rooms are usually available before the contract start date in semester 1 but are very limited between the two semesters. Rooms are usually available for an extended stay at the end of semester 2 and over the summer holiday period. Students need to apply to MRS and pay for additional nights.

The Clayton accommodation is in single rooms in one of five Halls of Residence located together on a corner of the campus, with 24 hour security. Bathroom and kitchen facilities are shared and each room is carpeted, heated and furnished with a bed, desk, desk chair, bookshelves, wardrobe, rubbish bin, telephone and internet connection. Students have to bring their own towels. The room charges include all utilities and university-wide phone calls. A cafeteria offers meals seven days per week which are paid for separately.

The accommodation at the Caulfield, Berwick, Gippsland and Peninsula campuses is slightly different with four to eight single bedrooms grouped into apartment style units with shared bathrooms, kitchens and living rooms. Basic kitchen equipment is supplied but not pillows or bed linen. The costs at the other campuses are also different from the Clayton campus and, depending on the exact type of accommodation chosen, Caulfield can be more expensive and Gippsland less expensive.

All accommodation at Monash, except Caulfield, is co-ed but all students have single rooms. Exchange students may apply for a single sex apartment but this cannot be guaranteed. Students who want to be accommodated together may request this but it is Monash policy to have a mix of students in each hall of residence or unit to achieve a balance of Australian and international students and first, second and third year students, therefore requests are not guaranteed. Students will not know their room allocation until they arrive.

### On-campus fees 2012

The accommodation fees are for 2012 (all in Australian Dollars).

#### Halls of Residence

The following fees are for 20 weeks and students are required to pay for all 20 weeks regardless of arrival and departure date. These fees are for standard room types and there may be some variation if students choose different rooms.

#### Rent prices for 2012 (in Australian dollars)

|           |                  |
|-----------|------------------|
| Clayton   | \$4228.00        |
| Caulfield | \$4410.00        |
| Peninsula | Price on request |
| Berwick   | Price on request |
| Gippsland | Price on request |

Please visit the following website to view current accommodation fees: [www.mrs.monash.edu.au/on-campus-accommodation/index.html](http://www.mrs.monash.edu.au/on-campus-accommodation/index.html)

All costs are bundled and include a deposit, internet and phone connection fees and an orientation week levy.

More information about on-campus accommodation can be found at [www.mrs.monash.edu.au](http://www.mrs.monash.edu.au) but please ensure that your students do not complete the application form at this site.

### Off-campus

Students who prefer to live off campus must find their own accommodation but can obtain advice and assistance from Monash Residential Services (MRS). There is a very wide range of shared student accommodation available all over Melbourne, especially near the major universities, and most exchange students are able to find off-campus accommodation.

Students who want to live off-campus should be advised to arrive in Melbourne one to two weeks before orientation starts to look for a permanent place to live.

More information, including accommodation listings, can be found at [www.mrs.monash.edu.au](http://www.mrs.monash.edu.au).

## Airport Reception Service

The complimentary Airport Reception Service is available to all exchange students.

To receive the airport pick-up, students must complete the airport pick-up request, which is available in the Pre-Arrival Guide sent to students with their offer letter, and submit it to [monash.abroad@monash.edu](mailto:monash.abroad@monash.edu) at least two weeks prior to arrival.

If students do not require airport pick-up below are other transport options:

- Airport Bus Dandenong – [www.airportbusdandenong.com.au](http://www.airportbusdandenong.com.au)
- Sky Bus – [www.skybus.com.au](http://www.skybus.com.au)
- Taxi – Approximately A\$100 to Clayton

More transport options can be viewed at [www.melbourneairport.com.au/To-From-the-Airport/Overview.html](http://www.melbourneairport.com.au/To-From-the-Airport/Overview.html)

## Employment

Holders of Australian student visas can work part time for up to twenty hours per week during the semester and full time during semester breaks. The work visa regulations place no restrictions on the type or nature of work that the student engages in and can be on or off-campus. Most students find part time work in the service and hospitality industries.

## Internet access

All Monash students receive a free internet quota which they can use from any part of the high speed Monash network including the Halls of Residence, computer labs throughout the university and the wireless network available on most parts of all campuses.

This quota is provided by each student's faculty and varies depending on the course they are doing but it should be enough for their academic and reasonable personal needs. Accessing any part of the Monash website, including the Monash student email account, is free and does not count towards the quota. If they exceed their quota students may be able to purchase additional quota from their faculty. Further information can be found at [www.its.monash.edu/students](http://www.its.monash.edu/students)

Please note that students may not have access to their faculty internet quota as soon as they arrive at Monash. This is because each faculty decides when your quota is activated and, in some cases, this may only be a few days before classes commence. In the meantime students will have access to all parts of the Monash website, including their Monash student email account, but not to any external websites, including external email accounts.

There are no public internet cafes on Monash campuses. To ensure that students can access their emails during their first few days at Monash, before their internet quota is activated, they should divert their personal and home university emails to their Monash student email account. They can then log on to the student **My Monash** portal to receive and send their emails.

# Monash Sunway, Malaysia and Monash South Africa

## Application process

Please complete the Monash Abroad application form for Monash Sunway and Monash South Africa; all three campuses have the same closing dates. Applications should be forwarded to the Monash Abroad Office in Melbourne. Refer to the application form for any further documentation that may be required for either of these campuses.

## Monash Sunway, Malaysia campus

### Accommodation

Rental per semester – RM 5,250

Deposit (refundable) – RM 1,500

\*Payment for full semester.

\*Room rates of RM 1,050 per month for five months.

Students are required to live on-campus.

Further information: [www.monash.edu.my/advancement/studentrecruitment/accommodation/Accommodation.html](http://www.monash.edu.my/advancement/studentrecruitment/accommodation/Accommodation.html)

### Other fees required by Malaysian legislation

Student Pass Endorsement – RM 60 + RM 30 (This charge varies from country to country. USA passport holders is RM 66).

Hospital and Surgical insurance – RM 225 per semester.

### Unit selection

- School of Arts and Social Sciences
- School of Business
- School of Engineering
- School of Information Technology
- School of Medicine and Health Sciences
- School of Science

Please see web links for individual course offerings:

[www.monash.edu.my/advancement/future/index.html](http://www.monash.edu.my/advancement/future/index.html)

### Key dates

All dates are the same as Monash Australia with the exception of orientation which is run:

#### Semester one

25 February to 1 March

#### Semester two

22 to 26 July

### Contact

#### Mr Selwyn Ng

Monash Abroad (Sunway Campus)

Email: [selwyn.ng@monash.edu](mailto:selwyn.ng@monash.edu)

Phone: +60 3 5514 6028

Web: [www.monash.edu.my](http://www.monash.edu.my)

# Monash South Africa campus

## Fees (have not been set for 2013 at time of this publication)

### On campus accommodation

Administrative fee (Non-refundable) R 1,150.00

Residence 1 – 3 Fees R 17,405.00 per semester

Total R 18,555.00

Further information:

[www.monash.ac.za/prospective/accommodation](http://www.monash.ac.za/prospective/accommodation)

### Other fees required by Malaysian legislation

Compulsory comprehensive travel insurance – no set provider.

### Unit selection

School of Business and Economics

[www.buseco.monash.edu](http://www.buseco.monash.edu)

- Bachelor of Business Science
- Bachelor of Business Science (Accounting)
- Honours degree of Bachelor of Business Science

School of Health Sciences

[www.med.monash.edu](http://www.med.monash.edu)

- Bachelor of Public Health

School of Information Technology

[www.infotech.monash.edu](http://www.infotech.monash.edu)

- Bachelor of Computer and Information Sciences
- Honours degree of Bachelor of Computer and Information Sciences

School of Social Science

[www.arts.monash.edu.au/samss](http://www.arts.monash.edu.au/samss)

- Bachelor of Social Science
- Bachelor of Arts (Global)
- Honours degree of Bachelor of Social Science

Postgraduate

- Higher degrees by research offered at Monash South Africa
- Master of Philosophy in Integrated Water Management

Please see web links for individual course offerings:

[www.monash.ac.za/prospective/courses](http://www.monash.ac.za/prospective/courses)

### Key dates

All dates are the same as Monash Australia with the exception of orientation which is run:

#### Semester one

25 February to 1 March

#### Semester two

22 to 26 July

### Contact

#### Ms Masego Bosilong

Monash South Africa Study Abroad

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