Welcome

Congratulations on choosing Murdoch University to pursue your education.

This guide is designed to help you settle into life and study in Perth, Western Australia. Importantly, the Guide contains information that you need to know before you leave home. Please, read it carefully and refer to it when you have any questions.

Murdoch University has established an outstanding reputation for quality and excellence in Teaching and Research and constantly receives top rankings from graduates for student satisfaction. Our main focus is on your learning experience and to offer you the best opportunity to explore, achieve and grow throughout the duration of your studies with us.

International Liaison staff will be available to help you throughout your course. It is also a great idea to talk to ‘senior’ students who can share their experience with you.

As you prepare to leave home to study at Murdoch University, I wish you a safe journey and look forward to seeing you at Orientation week.

Dirk Mulder

Director International Student Liaison and Recruitment
International Student Liaison Team

Murdoch University has a team of International staff trained and dedicated to helping you. We can help you with everything you need from helping to guide you through your course, VISA & heath cover advice to support specialised for students who are sponsored. Each staff member has a particular area of expertise and we are located in The Student Centre, and we look forward to meeting you at Orientation and through your years at Murdoch University.

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Murdoch University
The Student Centre
90 South Street
Murdoch WA 6150, Australia
iss@murdoch.edu.au

Lodge query via MYANSWERS After Hours Assistance line- 1800 769 076
This Guide

The information contained in this guide has been designed specifically to be useful for your pre-departure arrangements and arrival in Western Australia. You are encouraged to read it thoroughly. For ease of use it has been divided into 3 sections:

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Please remember to bring all information sent to you by Murdoch University with you when you depart for Perth.

Orientation will address all the important areas.

If you can’t find the answers to your questions in this guide or during orientation, there are contact lists at the end of this guide to help you find the staff member who can best assist you in answering your questions.

Best wishes, safe travels and we look forward to welcoming you at Murdoch in person!

From everyone at International Student Liaison - The Student Centre
Acceptance to arrival steps

1. Accept Offer (pay your tuition fee and OSHC)
2. Apply for Student Visa (when you receive your electronic confirmation of enrolment - eCOE - contact your nearest Australian High Commission/Embassy/Murdoch agent for information on this process and visit: www.immi.gov.au)
3. Apply online for on-campus accommodation through Murdoch University Village: www.murdochuv.com.au
4. Complete online enrolment: www.murdoch.edu.au/New-students/
5. Book flights and travel insurance
7. Organise: Funds, budget, packing, banking options/money transfer
9. Leave for Perth!

1. Before you go

To make life easier many student services are available online. So your first step is to activate your online account.

As you are a new student our website should have already walked you through the process to accept your offer and activate your online account. If not simply go to www.murdoch.edu.au/New-students/

Follow the prompts to activate your account.

MyMurdoch

MyMurdoch (otherwise known as LMS) is your gateway to accessing the many online resources available to you as a Murdoch student. Through MyMurdoch you have access to MyInfo (enrolling in and changing your units and activities), MyUnits (your online learning materials and personal calendar), MyAnswers (find what you need when you need it) and MyServices (Library loans, booklists). Access MyMurdoch via the Current Students page:

http://our.murdoch.edu.au/Students/

MyInfo

MyInfo is our student information system. By using MyInfo you can self manage your enrolment at Murdoch University.

Options in MyInfo allow you to:

- Update your mailing address and contact information
- Update course completion details (graduation time)
- Enrol in your units
- Sign up to your classes (tutorials, laboratories and workshops)
- Withdraw from or discontinue units
- Check and pay your course tuition and administration fees
- Check your results each semester
**MyUnits**

MyUnits is where you can access the online unit learning materials for your enrolled units. These are presented as icon links for each unit to:

- **Unit Information** – such as a unit description and your Unit Coordinator contact details
- **Online Units** – our Learning Management System (LMS) that may include an online version of your Unit Information and Learning Guide, lecture materials, discussion topics, assignment information and submission facilities.
- **Lectopia** – our digital recordings of lectures that may be available for live streaming or downloading as MP3 files.

You can find more information and tips for success at:


My Units also has a Personal Calendar that displays Classes (lectures, workshops, labs and tutorials) in a grid format for your enrolled units.

**MyAnswers**

MyAnswers is a free text enquiry tool that can assist you to find the answers you need, when you need them.

If you have a query about anything that goes on at Murdoch University, from your enrolment to parking to fees to exams and to anything else, here is the place to ask it. Simply type into the ‘Search by Keyword’ box the question (or keyword) that you want more information on, and click on the ‘Search’ button. A listing of the most appropriate answers will then be displayed for you to select from.

If you can’t find the answer that matches your question, you can select ‘Ask a Question’ and send a question direct to our Student Centre who will get back to you within 24 hours.

**Email access**

You will automatically receive a student email address, in the format yourstudentnumber@student.murdoch.edu.au. The University sends information to all students via email.

If you wish to use your own email address, you must have either specified this when you accepted your offer online or you can update it within your Personal Details in MyInfo. If you don’t do this and forget to check your Murdoch name account you will not receive important messages.

**Student ID**

You will receive your eight digit Student ID number when you receive your offer. This number is also your username to login to MyMurdoch. If you have a problem or do not know your Student Number you can contact:

**IT Service Desk**

Telephone: 08 9360 2000
Email: itservicedesk@murdoch.edu.au
Location: Murdoch campus: Library, North Wing, Level 2
Monday to Thursday: 8.30am – 10.30pm
Friday: 8.00am – 5.00pm
Saturday and Sunday: 10.00am – 5.00pm
Your Responsibilities

Important Legislation

The Australian education system is regulated by national legislation to ensure that the rights of students are consistently applied and that quality in education delivery is maintained. Specifically for international students the Education Services for Overseas Students (ESOS) Act 2000 and the National Code 2007 are part of the ESOS framework governing the responsibilities of education providers towards overseas students. As an International student, it is your responsibility to ensure that you understand your rights and obligations in regard to Murdoch University’s academic progress rules and your student visa conditions.

The requirements of the ESOS Act and the National Code inform many of the policies and procedures in place at Murdoch University including the requirements discussed above regarding enrolment. Student Liaison International will assist you in monitoring and maintaining compliance with the ESOS Act and the conditions of your student visa.

If you have any questions at any stage please contact Student Liaison International (see Student Support section of this guide).

Please refer to the following websites for more information:

Change of Address

It is a requirement of your student visa that you MUST notify the University when you change your address. Failure to do so will be considered a breach and may result in the cancellation of your student visa. You will be able to update your address details via MyInfo– [http://our.murdoch.edu.au/Students/](http://our.murdoch.edu.au/Students/)

What to Bring

Clothing

People dress quite casually in Perth and about the university campus you will see a wide variety of clothing styles.

- Lighter clothing in hot months: jeans, t-shirts, shorts and skirts
- A few warm sweaters/pullovers/jumpers
- Raincoat - Perth can sometimes be windy and wet
- A variety of footwear; semi-formal shoes
- A bathing suit if you like to go swimming
- Semi formal wear for outings

Documentation

Bringing copies of some important documents with you will help minimize potential difficulties you may encounter in settling in to study and life in Western Australia.

Documents to consider bringing:

- Your Offer letter from Murdoch and Confirmation of Enrolment
- Original transcripts of previous studies
- A printout of your electronic visa (if your visa was processed online) and a copy of your passport details (in case it is lost)
- A recent Police Clearance (if you have one, as some occupations and work experiences will require one)
- References (for finding work)
- A certified copy of your Birth Certificate
- A recent Bank Statement
- Your driver’s license and other official ID e.g. national ID card
- Prescriptions or a letter from your Doctor for any ongoing medical needs.
Electrical Goods

These are available in Australia and are reasonably priced. It may be slightly cheaper to bring your own with you, but be aware of excess baggage charges at the airport for any large items. Ensure that all electrical goods operate on 240 volts and fit your appliances with Australian-style plugs or use adapter plugs.

Appliances to consider bringing:
- Personal Music Player
- Camera
- Hair dryer (due to the different voltage system in Australia, it may be safer to purchase a hair dryer on arrival).

Baggage

You should bring:
- A strong suitcase with wheels and trolley (make sure that you can carry what you bring, as you are responsible for lifting and carrying your own luggage)
- A strong piece of hand luggage

The check-in baggage allowance at the airport is 20kg worldwide excluding North America (North America is two pieces of 32kg). Excess baggage charges are very high, so we recommend that you send all non-essential items by airfreight as unaccompanied baggage or by surface post. If you intend to do so, please plan on having it arrive after you do and check with your accommodation for a forwarding address. You are allowed one piece of hand luggage that must be small enough to fit in the overhead compartment or under your seat. It is advisable to carry some extra clothing, and important documents in your hand luggage, including your Confirmation of Enrolment letter, academic transcripts and other personal items.

A certified copy of your birth certificate is also useful. You should also bring a small amount of cash in Australian Dollars, approximately AUD $300 - $500, for incidental costs on arrival.

Australian Customs and Quarantine Laws

Australia has strict customs and quarantine laws and it is important that you are aware of quarantine conditions for entering Australia. You must declare if you are carrying food or any items of plant or animal origin, including meat, honey, dairy products or straw packaging, or equipment used with animals. A wide range of food products are readily available in Australia so you will not need to bring them with you.

If you bring any medication with you, please carry a letter from your doctor or a medical prescription as Customs may require you to produce documentation for any medications you hold. If you bring a computer with you, you must show proof that you are a student and evidence of the length of your study in Australia.

It is legal to bring $10 000 or more of Australian or foreign currency into Australia in cash, but you will need to declare these funds to Customs on arrival. These funds will not be taxed or confiscated, but Customs is responsible for reporting the inflow of large amounts of cash into Australia to an independent financial body called AUSTRAC in an effort to prevent criminal activity. If you do not declare these funds, you can be liable for a fine or prosecution for not declaring the funds to Customs on arrival in Australia. For personal safety reasons, Student Liaison International recommends that international students do not bring large amounts of cash into Australia.

Quarantine Officers may also inspect your footwear or other clothing for soil, straw or other material that could carry the foot and mouth virus. It would assist greatly if items are readily accessible in your luggage. A copy of the Australian Quarantine Inspection Service (AQIS) publication: “What can’t I take into Australia?” is available online http://www.daffa.gov.au/aqis/travel/entering-australia/cant-take

Australian customs are very strict about declaring goods. If you are not sure, declare. Heavy penalties, including jail, have been imposed on people who fail to observe quarantine laws. For further information, please contact Australian Customs Service on + 61 8 9477 8888 www.customs.gov.au or 1300 363 263 (only in Australia), visit the AQIS website: www.daffa.gov.au/aqis/travel/entering-australia/cant-take or ask a quarantine officer when you arrive.
Overseas Student Health Cover (OSHC)

Why OSHC?
The Department of Immigration and Citizenship (DIAC) requires international students to have Overseas Student Health Cover (OSHC) for the length of their student visa. Failure to maintain OSHC is a breach of your student visa conditions and may result in the student visa being cancelled. Students are required to purchase OSHC from a registered health provider, approved by the Australian Government Department of Health and Aged Care. OSHC Worldcare is Murdoch University's preferred health care provider for international students.

Program length OSHC
It is now a requirement of the Australian Government that you purchase OSHC for the duration of your student visa prior to commencing your studies. At present Worldcare offers a 5% discount when OSHC is purchased in advance for 13 months or more. Visa length OSHC saves you money, avoids rate increases, and gives you the peace of mind of having health cover for the length of time you are studying in Australia. Students will be entitled to a refund of any outstanding balance of OSHC if they leave Australia prematurely, provided there is at least one month left before their health cover expires.

What happens once I’ve paid OSHC?
On arrival in Perth you will have to:
- register online with OSHC Worldcare. The registration process will be explained during the OSHC session of the Orientation Program. After you have registered with Worldcare a membership card will be posted to your Australian home address. If you have studied in Australia previously and have a current OSHC card, please go to The Student Centre to renew your cover or demonstrate that you have sufficient cover for the duration of your student visa.
- advise OSHC Worldcare of your address in Australia.

OSHC benefits
- Covers for 100% of the schedule fee for seeing a medical practitioner, if your doctor charges more than the scheduled fee you will be required to pay the difference.
- Pays for the total cost of hospital treatment if:
  - the treatment is in a public hospital; and
  - treatment is provided by a hospital doctor.
- Pays for eye tests only (not spectacles).
- Covers emergency ambulance transport only.
- Covers prescription drugs (conditions apply).
- OSHC basic does not pay for spectacles, dental and physiotherapy treatment.

Pre-existing Conditions
Students who have a pre-existing medical condition that will require ongoing treatment in Australia during their study must be aware that standard OSHC policies in Australia do not cover pre-existing conditions for the first 12 months of cover. This exclusion does not apply where a Medical Practitioner certifies, and the health care provider agrees, that the student required emergency treatment or treatment for a life-threatening condition in Australia. If your OSHC is organized through Murdoch University on Essentials Cover this exclusion also does not apply to in and out of hospital treatment for psychiatric pre-existing conditions and cover in relations to pregnancy related services.

After the first 12 months of OSHC, cover for pre-existing conditions will be considered on a case by case basis by OSHC Worldcare. Students with a pre-existing condition will be required to take out additional insurance to cover the expenses involved with managing their condition, or have access to personal funds to cover any expenses incurred that are not covered by OSHC.

Before you leave home...
We recommend that you:
- attend to your dental needs before you leave home - dentists are very expensive in Australia.
- bring a spare pair of spectacles or contact lenses with you. If you are going to be in Australia for a long time and/or if you have a family you may wish to take out extra cover to cover such things as dental, optical and physiotherapy. Please contact Worldcare for more information regarding Extra Cover. Please be aware that there are waiting periods on many of these extra/plus cover entitlements.
- go online to www.oshcworldcare.com.au and familiarise yourself with what OSHC covers before coming to Australia.

Note: an OSHC Worldcare representative is available at the South Street campus three times a week for advice and assistance and also for making claims. Visit The Student Centre for more information or go online to www.oshcworldcare.com.au.
Students with Special Needs

Any international student with special needs or a specific medical condition should contact Murdoch’s Equity Administration Office by email: equity@murdoch.edu.au or telephone: + 61 8 9360 6084 prior to their arrival at Murdoch. Murdoch can then facilitate any necessary arrangements required before the commencement of study. Information provided to Murdoch will be treated confidentially and only be used for purposes relating to arranging necessary support.

Education for school age dependants of Masters or PhD international students

In Western Australia dependants of overseas students studying for a postgraduate degree (573 Masters or 574 Postgraduate) are able to access public education under the same conditions as local students. The costs of the tuition fees can be discussed directly with the nominated school once a placement has been confirmed. A list of government schools is available at: www.det.wa.edu.au/schoolsonline/home.do

Conditions for placement in government schools include:

- The dependent child/children must be physically in Perth before the enrolment processes can commence.
- Postgraduate international students must not approach government schools directly about enrolling dependants in government schools. The placement and enrolment process is coordinated through Murdoch International Student Liaison and the Department of Education. Placement will be in schools with spare capacity and are not at the choice of the student.
- Postgraduate (Masters or PhD) international students remain responsible for meeting the full tuition costs of the English as a Second Language Program (ESL) for their dependants deemed necessary by the enrolling school.
- Postgraduate international students (Masters or PhD) are responsible for meeting the full costs of any disability or special learning support programs for their dependants if required.

International students completing a Masters or PhD program at Murdoch and wishing to enrol their dependants in a WA non-government (private) school are responsible for paying all tuition fees for their dependant/s and must make necessary enrolment arrangements directly with the non-government (private) school concerned. A list of non-government schools is available at: http://www.des.wa.gov.au/Non-government_schools/List_of_schools

Postgraduate international students granted a 573 (Masters) or a 574 (Postgraduate) visa but are studying an ELICOS course or any other studies prior to commencing their higher degree course must pay school subsidized tuition fees for their children to attend a public school.


Education for school age dependants of Undergraduate international students

Holders of 570, 572, 573 (and studying an undergraduate course or diploma) 575 visas who wish to enroll their dependants into a WA government school, or a WA non-government (private) school, are required to pay mandatory subsidized tuition fees for their children’s enrolment and must make necessary enrolment arrangements directly with the school concerned. The Australian Government does not provide free government schooling places to dependants of undergraduate international students. Please visit the Education and Training International website for more information on this process: www.eti.wa.edu.au/studying-at-schools/how-to-apply-for-schools.html
Budgeting and Living Costs

It is important to establish a budget for yourself before you commence your studies at Murdoch. To help you do this, a table of expected living expenses is included below. You will need to ensure you have at least AUD $300 - 500 in cash available on your arrival. You will use these funds to pay for incidental costs for your first few days in Perth while you organize your bank accounts and establish yourself. You will also need easy access to around AUD $1500- $2000 to pay for costs to secure permanent accommodation on arrival. These funds will be used to pay for your bond, rent in advance, and to establish your utility connections (electricity, phone, gas connections) at your permanent accommodation. If you have been accepted to live in the Murdoch University Village please check their website for costs: [www.murdochuv.com.au](http://www.murdochuv.com.au).

Most students walk, bike or use public transport to move around Perth; however it is possible to purchase a motor vehicle to use while you are in Perth. If you intend to purchase a motor vehicle, please consider the additional costs associated with running a car. These costs include petrol (gas), licence and registration for the vehicle, ongoing maintenance, university parking fees, and car insurance costs to cover you in the event of an accident. More information on running costs for vehicles is available from [http://rac.com.au/about-us/community.aspx](http://rac.com.au/about-us/community.aspx).

Other costs you will need to consider during your time in Perth include: text books each semester (approximately $300 - $600 per semester); rent; permanent accommodation; utilities; food; entertainment; public transport; mobile phone; and Internet Service Provider costs.

Approximate Living Costs Single Off Campus $ AUD

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rent – furnished share residence</td>
<td>$90 – $150 per week</td>
</tr>
<tr>
<td>Utilities (gas, electric, water, telephone, ISP)</td>
<td>$20 per week</td>
</tr>
<tr>
<td>Food/Meals</td>
<td>$85 – $100 per week</td>
</tr>
<tr>
<td>Public transport/transport</td>
<td>$20 per week</td>
</tr>
<tr>
<td>Clothing/Toiletries/Entertainment</td>
<td>$60 per week</td>
</tr>
<tr>
<td>Total Cost</td>
<td>$275 – $350 per week</td>
</tr>
</tbody>
</table>

Students interested in Homestay arrangements should budget approximately $230 – 250 per week full board for a Homestay in Perth. A family of 3-4 people should budget a minimum of $550 – $650 per week for living expenses in Perth.

Financial Aid for North American Students

North American students who are US or Canadian citizens or eligible non citizens, can access Financial Aid loans from the US or Canadian government for their study in Australia. Please contact Miss [Dayna.Bennett@murdoch.edu.au](mailto:Dayna.Bennett@murdoch.edu.au) to register your interest in assessing eligibility for financial aid and organising loans.

Sponsored Students

Students sponsored to study at Murdoch University through a private agency, government organisation or aid program must ensure they are aware of the following:

- Sponsors often require Murdoch University to release information regarding academic progress and transition to the university environment. Every sponsored student must give Murdoch University permission to release such information to their sponsor. An opportunity will be provided during the Orientation program for sponsored students to grant Murdoch University permission to release information to sponsors.
- It is important for you as a sponsored student to understand and be familiar with the conditions of your sponsorship as outlined by your sponsor. You will need to ensure you adhere to any sponsorship requirements in relation to your course of study, enrolment in classes, academic progress, and living or financial arrangements (e.g. stipend/allowance).
- Please bring any documents relating to your sponsorship and your sponsorship conditions/ agreement with you to Perth. This will assist you and us in managing your sponsorship agreement successfully.
- If you have a stipend/allowance arrangement as part of your sponsorship benefits, we recommend you still bring a small amount of cash with you for your arrival in Perth. You will need access to approximately AUD$300 - 500 on arrival to cover incidental costs until you can open a bank account and access your stipend/allowance from your sponsor.

For more information please contact: Miss Natasha Warnock at [N.Warnock@murdoch.edu.au](mailto:N.Warnock@murdoch.edu.au)
2. Arriving in Perth

Arrival

Murdoch University continues to offer complimentary airport transfer for all new International Students from Perth Domestic Airport or Perth International Airport.

The available complimentary drop off locations are:
1. Murdoch University Village
2. Perth City Centre (CBD)

Please submit your airport pick up request at least 72 hours prior to your departure date via the following website, http://www.murdoch.edu.au/Future-students/International-students/On-campus-support/Airport-pickup/

From this website you will receive an instant confirmation email which will have the details of the transport company (BCT Transfers) and pick up locations. This email will also note that extra passengers will be charged $10/person and this is required to be paid directly to the driver at the time of pick up. We recommend that you have the correct amount as the driver may not have change.

Arrival Information for AusAID Sponsored Students

Sponsored students under the Australia Awards Development stream (AusAID Awards) should contact International Student Liaison directly to obtain information about airport reception and arrival arrangements or ACIAR should contact International Student Liaison directly to obtain information about airport reception and arrival arrangements.

For more information please contact: Miss Natasha Warnock at N.Warnock@murdoch.edu.au

Perth for Beginners

Perth is the capital city of Western Australia which is the largest state of Australia in size. Perth has a Mediterranean climate, with hot, dry summers and cool, wet winters. Days are warm, but nights can be cold. November to April is warm-hot and dry, with daytime temperatures ranging from 20 - 40 degrees Celsius, nights are generally warm 15-25 degrees Celsius. May to October is cold and wet with daytime temperatures of 7-19 degrees Celsius, nights can be cold, 0-7 degrees Celsius.

Facts

• Population: 1.4 million (population of Western Australia = 2 million)
• Government: Democratic
• Size: 2, 525, 500 sq km
• Official Language: English
• Time Zone: GMT + 8 hours

The Vibe

Perth was voted as one of the world’s top 5 liveable cities by The Economist Intelligence Unit, a branch of the Economist magazine, in 2005. Perth is also known as the most isolated capital city in the world and this isolation combined with the Mediterranean climate has given Perth the reputation as a friendly, relaxed lifestyle orientated city with a focus on outdoor activities and leisure time.

Perth has a "chilled" energy that is not as flamboyant as other Eastern coast cities of Australia or cities in Asia, Europe or North America. Every experience of Perth is individual; we look forward to welcoming you to our city as you begin your journey of exploration. General information about Perth can be found at www.westernaustralia.com/en/
Murdoch University

Murdoch University has three Perth campuses; the main campus is located on South Street in the Perth suburb of Murdoch. Murdoch's Peel and Rockingham campuses are located in the south west corridor of the Perth metropolitan area. The South Street campus is located approximately 15 minutes by car from Perth's city centre and 10 minutes by bus to Perth's Port City, Fremantle. Murdoch's South Street campus is easily accessible by train from Perth and by bus from Fremantle. The new Perth-Mandurah train line joins the Peel and Murdoch campuses to Perth’s rail network.

The Rockingham campus is 30 minutes south of the Murdoch campus in Rockingham and runs some education courses. The Peel campus is located 45 minutes south of the Murdoch campus in Mandurah and runs our nursing courses. Public transport to Murdoch’s Peel and Rockingham campuses is more limited, but both campuses can be accessed by bus routes and the Perth-Mandurah train line connects the Peel campus to both Murdoch and Perth.

Accommodation

Murdoch University Village is comprised of 179 self-contained flats with up to 8 bedrooms in each. Affectionately known as the "The Village", it houses students from all over the world and is a melting pot of about 50 nationalities.

For information regarding accommodation or to apply online please see the Murdoch University Village website and contact details below:-

Murdoch University Village
Po Box 1055
Canning Vale 6970
Western Australia
Telephone: +6 18 9360 2909
Facsimile: +61 8 9360 2977
Email: info@murdochuv.com.au
www.murdochuv.com.au

Your student association, the Murdoch University Guild, also offers assistance if you are looking for accommodation. If you are a Guild member you can sign on to their accommodation register.

For more details go to www.guild.murdoch.edu.au or contact:

Murdoch University Guild
Telephone: 08 9360 2158 or
Email: guild@guild.murdoch.edu.au

Banking

To open a bank account, you will need to bring two forms of photographic identification (i.e. your passport and identity card or a birth certificate) and most banks will request you make a small deposit into your account once it has been opened.

We recommend that you have access to approximately AUD$1500 in traveller’s cheques, credit card or bank draft to pay for initial expenses while you organise your banking arrangements. We also recommend arriving with approximately AUD$300 - 500 in Australian currency for the first couple of days particularly if you will be arriving on a weekend to cover initial costs such as transport, meals and urgent needs.

Murdoch University has two banks on campus- a branch of Bankwest (with an ATM- automatic teller machine) and Uni Credit, as well as an ANZ ATM. If possible, you are advised to obtain a Credit Card prior to arriving as many of the online processes require payment by credit card (e.g. Dept. of Immigration and Citizenship for visa renewal etc).
Currency

The Australian unit of currency is the Australian Dollar (AUD). Australian currency is made up of notes and coins. The notes are plastic, colourful, vary in size, and depict a famous Australian on one side and Queen Elizabeth the II on the other. Coins also vary in size and colour and depict an Australian animal on one side and the Queen Elizabeth the II on the other.

Notes: $100, $50, $20, $10, $5
Coins: $2, $1, 50c, 20c, 10c, 5c

Business Hours

Business hours in Perth are generally Monday to Friday 9am until 5pm for most types of businesses.

Banks in Perth are only open Monday to Friday from 9.30am until 4pm but there are Automatic Teller Machines (ATMs) available on Murdoch campus, in the city and in surrounding suburbs – mostly at suburban shopping centres. A number of currency exchange bureaus are also open on weekends in Perth city.

Communications

Mobile Phones

You can buy an Australian SIM card to use with your existing phone or a new phone and SIM card. If you bring a phone from overseas, you may need to have it ‘unlocked’ so you can use it with an Australian network.

Many students choose ‘pre-paid’ or ‘pay-as-you-go’ mobile plans, which allow you to buy as much or as little credit as you need. There are also long-term contracts where you pay a set amount of money each month. There are a number of service providers to choose from (Telstra, Vodaphone, Dodo, AAPT, Virgin etc). Another option to consider is ordering a SIM card and Australian number before you leave home, see: http://globalgossip.com/?p=murdoch

You can buy a mobile phone from a phone shop, some post offices, some supermarkets and department stores, and online.

You may need to show proof of identification when buying a phone- usually a passport will be required.

Personal Safety

Perth is a very safe city compared to many other cities around the world. Nevertheless, you should be aware of your surroundings and avoid unnecessary risks. Police in Australia are very approachable and are here to help, if you feel unsafe or need help; you can always approach a police officer for assistance. The telephone number for emergencies in Australia is 000 (ambulance, fire or police) this number is for emergencies only.

Please remember:
- When using public transport, keep valuables such as phones, laptops and iPods out of sight
- Check public transport timetables in advance to avoid long waits. Wait in well lit areas or near open shops/businesses
- Try to avoid travelling alone at night
- Avoid short cuts through vacant lots, alleyways, or deserted parks
- On campus you can contact security on 93606262 to escort you to your car or the bus stop anytime.

For more information on safety see: http://studywest.des.wa.gov.au/Living/living_safety

After Hours Support Line

Murdoch University has an After Hours Student Assistance Line specifically for International students. This service operates in the evenings and weekends- when the International Office is closed. During office hours the call is diverted back to the University.

If you need any help after hours or have any problem at all you please call 1800 769 076. This is a free call from landlines anywhere in Australia. Standard call rates apply from mobile phones. If you would like a wallet card, please come into the Student Centre to collect one. Tell all your friends!

Please save this number in your phone- 1800 769 076. If you need help at night or on the weekends- call.
3. Getting Started at Murdoch

Campus maps

You can take a tour of our Murdoch campus, or find maps of our Rockingham and Peel campuses online. On the homepage click on "About Us", then select "Our Profile" and "Our Campuses" or go directly to: www.murdoch.edu.au/About-us/Our-profile/Campuses

We also have the First Year - Find It which gives you the different codes for each of our lecture theatres and how to understand the room codes we have at Murdoch. This is available at: http://our.murdoch.edu.au/Student-life/Life-at-uni/Find-your-way-around/

Important dates

Semester and Trimester timetable

**Semester 1 2012**

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orientation</td>
<td>10 – 17 Feb</td>
</tr>
<tr>
<td>Teaching Period</td>
<td>20 Feb – 16 Mar</td>
</tr>
<tr>
<td>Study Break</td>
<td>19 – 23 Mar</td>
</tr>
<tr>
<td>Teaching Period</td>
<td>26 Mar – 6 Apr</td>
</tr>
<tr>
<td>Study Break</td>
<td>9 – 13 Apr</td>
</tr>
<tr>
<td>Teaching Period</td>
<td>16 Apr – 25 May</td>
</tr>
<tr>
<td>Study Break</td>
<td>28 May – 1 Jun</td>
</tr>
<tr>
<td>Assessment Period</td>
<td>4 – 15 Jun</td>
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</tbody>
</table>

**Semester 2 2012**

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Orientation Week</td>
<td>20 – 27 Jul</td>
</tr>
<tr>
<td>Teaching Period</td>
<td>30 Jul – 24 Aug</td>
</tr>
<tr>
<td>Study Break</td>
<td>27 – 31 Aug</td>
</tr>
<tr>
<td>Teaching Period</td>
<td>3 – 21 Sep</td>
</tr>
<tr>
<td>Study Break</td>
<td>24 – 28 Sep</td>
</tr>
<tr>
<td>Teaching Period</td>
<td>1 Oct – 2 Nov</td>
</tr>
<tr>
<td>Study Break</td>
<td>5 – 9 Nov</td>
</tr>
<tr>
<td>Assessment Period</td>
<td>12 – 23 Nov</td>
</tr>
</tbody>
</table>

**Trimester dates 2012**

<table>
<thead>
<tr>
<th>Trimester</th>
<th>Teaching</th>
<th>Dates</th>
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</thead>
<tbody>
<tr>
<td>Trimester 1</td>
<td></td>
<td>9 Jan – 6 Apr</td>
</tr>
<tr>
<td></td>
<td>Census Date</td>
<td>6 Feb</td>
</tr>
<tr>
<td></td>
<td>Assessment</td>
<td>9 – 13 Apr</td>
</tr>
<tr>
<td>Trimester 2</td>
<td></td>
<td>30 Apr – 27 Jul</td>
</tr>
<tr>
<td></td>
<td>Census Date</td>
<td>26 May</td>
</tr>
<tr>
<td></td>
<td>Assessment</td>
<td>30 Jul – 3 Aug</td>
</tr>
<tr>
<td>Trimester 3</td>
<td></td>
<td>20 Aug – 16 Nov</td>
</tr>
<tr>
<td></td>
<td>Census Date</td>
<td>15 Sep</td>
</tr>
<tr>
<td></td>
<td>Assessment</td>
<td>19 – 23 Nov</td>
</tr>
</tbody>
</table>
Other important dates

<table>
<thead>
<tr>
<th>Last day to enroll in a new unit</th>
<th>Semester 1</th>
<th>Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday of Week 2</td>
<td>2 March</td>
<td>10 Aug</td>
</tr>
<tr>
<td>Last day you can withdraw from a unit without incurring a fail (CENSUS DATE)</td>
<td>Friday of Week 4</td>
<td>17 Mar</td>
</tr>
<tr>
<td>Last day you can withdraw from a unit without incurring a fail on your permanent record</td>
<td>Friday of Week 12</td>
<td>12 May</td>
</tr>
</tbody>
</table>

Public Holidays when the university is closed-

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<tbody>
<tr>
<td>Australia Day</td>
<td>26 January</td>
</tr>
<tr>
<td>Good Friday</td>
<td>6 April</td>
</tr>
<tr>
<td>Easter Monday</td>
<td>9 April</td>
</tr>
<tr>
<td>Anzac Day</td>
<td>25 April</td>
</tr>
<tr>
<td>Christmas Day</td>
<td>25 Dec</td>
</tr>
<tr>
<td>Boxing Day</td>
<td>26 Dec</td>
</tr>
<tr>
<td>New Years Day</td>
<td>1 Jan</td>
</tr>
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*please note that the university will have limited service between 22th December 2011 - 5th January 2012 for the Christmas Period.

The Student Centre

The Student Centre is a friendly and efficient outlet on the Murdoch campus that caters for many of your needs in one convenient location. It is located on the second level of the Chancellery Building, east side of Bush Court.

You can contact The Student Centre for all queries regarding:

- Enrolments
- Fees
- Examinations
- Graduations
- Parking
- Accreditation (Advanced Standing)
- International Enquiries
- Admissions enquiries
- General student admin enquiries and more...

You can go in and visit The Student Centre in person or telephone 1300 MURDOCH (1300 687 3624).

Don’t forget you can also find answers at MyAnswers in MyMurdoch and in fact when you ‘Ask a Question’ via MyAnswers, it is The Student Centre staff that will respond to you.

After hours- please call **1800 769 076**.
Fees

Fee payment

The best way to pay your fees is online at MyInfo. For more information go to:


Alternatively all Tuition Fees, and Guild Fees can be paid by post, or in person, at The Student Centre. You can pay by cash, cheque, money order, EFTPOS or credit card. Please direct all general enquiries about fees to The Student Centre or MyAnswers.

Student support

Murdoch offers a range of free support services to help your academic, physical, mental and social wellbeing during your time with us.

First Year Experience

At Murdoch, we take particular care of our first year students because we understand that adjusting to uni life takes time.

First Year Experience Coordinator

Situated in the library through the main doors and to the right is the office of the First Year Experience (FYE) Office. FYE provides ongoing support, care and advice for all first year students.

Email: firstyear@murdoch.edu.au

What our First Year Experience office provides

University is not only about studying; it is also about making friends, enjoying new experiences and having fun! The First Year Experience Office runs a number of events each semester – some in collaboration with the student guild – to help enrich your overall experience of university life.

Orientation

Designed to welcome and introduce you to Murdoch Uni, welcome and course advice sessions, general uni information sessions, helpful student volunteers, BBQs, campus tours, library tours and the infamous “Festival Day” in the lead up to the ‘official’ commencement of your studies, are organised in conjunction with the First Year Experience Office.

Helping Hand Day

Helping Hand Day brings all of the university’s support services into one convenient location (with balloons, lollies and crazy T-shirts) to answer any questions that might arise after your first few weeks of university study.

Stamp Out Stress

Run in conjunction with the student guild, Stamp Out Stress (SOS) week is designed to provide tips, techniques and fun activities to help students and staff manage their stress in the lead up to the final assignment and exam period. The highlight of the week is the Stamp Out Stress festival with free herbal tea, health checks, a baby animal petting zoo, laughter yoga, fitness demonstrations, African drumming workshops, chill out music and more...

Firstival Party

Firstival is a free party for all first year students and their friends at the Murdoch Tavern held at the end of each academic year. The free 18+ event is to congratulate students for making it to the end of the first year of study at Murdoch. With free bands, prizes, games and nibbles – this is a party not to be missed!

Facebook page

Join us on Facebook to find out about up-coming events, meet new friends and share study tips and techniques. Search for Murdoch International Students and FYE Murdoch
Counselling

The Counselling Service provides free and confidential counselling support if you face personal difficulties. Qualified and experienced counsellors provide a confidential, non-judgmental and safe forum in which you can get the support you need to address difficulties or make decisions and develop new skills.

Whatever the issue, including relationships, loss and grief, sexuality, stress, depression or anxiety, traumatic events, academic difficulties, cultural concerns, the counselling service has resources for you. For more information see: http://our.murdoch.edu.au/Student-life/Health-and-happiness/

Open weekdays: 8.30am – 4.30pm, Telephone: 08 9360 2293

Health Services

Located in Bush Court next to the Social Sciences entrance and open each weekday from 8.30am to 4.30pm. The Health Service provides quality medical and nursing services on campus.

You will need an appointment to see one of the doctors and these can be made by calling in at reception or telephoning. For more information see: http://our.murdoch.edu.au/Student-life/Health-and-happiness/

Open weekdays: 8.30am – 4.30pm, Telephone: 08 9360 2293

When visiting a doctor off-campus you may be required to pay up-front for the consultation. If you have valid Overseas Student Health Cover (OSHC) then this cost can be claimed back in part or in full through your health care provider. Please keep all receipts to ensure you can claim the maximum you’re entitled to from your health care provider.

Overseas Student Health Cover is covered in greater detail later in this booklet and there will be presentations by both Murdoch University’s Health and Counselling Service and OSHC Worldcare during Orientation.

For urgent medical assistance on the South St campus using a campus phone call ‘333’, Rockingham campus call ‘7333’ or call 9360 6262 from Peel. Throughout Australia the emergency call number is 000.

Equity Access and Diversity (EAD)

At Murdoch we are committed to equal opportunity and supporting the diverse needs of students. This includes assisting people who have experienced significant disruption in their education (refugees, rural/isolated, low socio economic status) and students with a disability or medical condition. For more details see: http://our.murdoch.edu.au/Student-life/Health-and-happiness/Disability-services/

The EAD Office is responsible for ensuring provision of entry and support for people with disabilities, those on low incomes, people from rural or remote locations and those who arrive in Australia as refugees.

EAD at Murdoch is also committed to ensuring that all students and staff at Murdoch can participate and enjoy fully their time at the University.

Acceptance, Participation, Inclusiveness and Diversity are the words which capture what we hope to be the experience of all students and staff at Murdoch.

Equal Opportunity and Anti-Discrimination

Both the Western Australian State Government and the Commonwealth Government have legislation in place to protect the rights of individuals. The Equal Opportunity Act makes it unlawful to discriminate and/or harass on certain grounds and in specific areas of public life. Murdoch University rejects discrimination and harassment in all its forms. Murdoch is proud of its diverse population of staff and students and strives to achieve inclusiveness in teaching and learning.

Murdoch University has a number of policies and processes in place to ensure that all students and staff receive fair and equitable treatment and can pursue their studies and work free from harassment. Information on Murdoch’s policies is available at www.tlc.murdoch.edu.au/eosj/policy/mupolicy.html and at Orientation. If you have further questions or require assistance please contact the Student Equity Office at: http://our.murdoch.edu.au/Student-life/Rights-and-responsibilities/
Student Guild

The Murdoch University Guild of Students is a group of dedicated students and staff who work together to be your voice on campus.

For more information see: www.guild.murdoch.edu.au

The Guild is run for student by students and relies on the creativity and energy of students, to work well, respond to real needs and achieve great things.

The Guild also provides services and runs facilities that offer choice, discounts, and fun to Guild members! This includes Guild publications, the Guild Shop, Student Common Space, the Second Hand Book Exchange, information and referral service, the Sports and Recreation Centre, Murdoch Guild Tavern, Sir Walter’s Café in the centre of the Library, Café Kadjininy, a free computer program and an after hours security escort service provided in association with Campus Security. The guild can also provide assistance with finding accommodation and part-time work, if you are a financial guild member.

Childcare

As a student you may be juggling family, study and work commitments. There is a child care centre on site at the South Street campus of Murdoch. The centre is set in its own grounds, near Car Park 5. It is open from 8.00 am until 5.30pm, Monday to Friday. Places are limited so please contact the centre on 08 9360 2610 for more information, or go to: http://www.murdoch.edu.au/Services/Murdoch-University-Child-Care-Centre/

Transport

Concession Smartrider Card

All full time university students are eligible for a concession Smartrider card. This card allows the user to travel on all busses, trains and ferries in the metropolitan area at a discounted price.

If you wish to purchase a new Smartrider card, go to the Guild Shop on Bush Court, then register your card number into MyInfo. If you have an existing Smartrider card, you need to enter the card number into MyInfo. If you do not have a registered tertiary Smartrider card, you are not eligible for concession travel. Your student card alone is not accepted. If you pay a concession fare without a Tertiary Smartrider you face a $100 on the spot fine.

Bus/train

The South Street campus is located 15km south of the Perth CBD and 8km east of Fremantle. The central location of the campus makes it easily accessible, from both Kwinana Freeway and the new Mandurah rail line. The Murdoch train station is just 1km east along South Street from the campus. Transperth buses run straight from the Murdoch train station to our South Street Campus. The Circle Route (98 and 99) connects all of the major universities via Fremantle and runs up and down South Street every 20 minutes during weekdays. For more information on bus routes: www.murdoch.edu.au/About-us/Getting-to-Murdoch and www.transperth.wa.gov.au

Car

Parking is available in nine different car parks on campus. There are a limited number of ticket parking spots; otherwise you must purchase a parking permit to park in designated areas between 8.30am and 4.30pm. There are different rates for full time or part time students. To purchase a parking permit online go to: www.oss.murdoch.edu.au/parking or visit The Student Centre.

For more information see: www.murdoch.edu.au/ofm/services/parking.html#permits

Cycle

Cycling is a great way to get to Murdoch and bike racks are located in at least thirty different spots on campus. The South Street campus also has covered and secured bike storage facilities.

Driving in Australia

Students wishing to drive while in Australia must contact their local Licensing Centre to find out more about their eligibility. Licensing Centre closest to Murdoch University is located at the corner of Stock Road and Leach Highway, Willagee or phone 13 11 56 to locate the nearest licensing centre to you, or go online to the Department of Planning and Infrastructure’s website for more information http://www.transport.wa.gov.au/
Work Rights

The student visa allows international students to work once their course of study has commenced. International students are only permitted to work a maximum of 20 hours per week during semester, but can work full-time during breaks between semesters (not including mid-semester breaks or study weeks). These work restrictions do not include any work that is a required part of your registered course of study. You will need to apply for a tax file number if you wish to work. Please contact the Australian Taxation Office on 13 2861 for information on how to apply. You will also find details on their website, [www.ato.gov.au](http://www.ato.gov.au) under individuals - non residents and visitors. All people working in Australia have basic workplace rights. To help you understand these rights see: [www.fairwork.gov.au/internationalstudents](http://www.fairwork.gov.au/internationalstudents).

Family members can work a maximum of 20 hours per week throughout the year. Exceptions to this are family members of students who are enrolled in a Masters by coursework, MPhil, PhD or a student sponsored by AusAID or on a Defence Scholarship. Family members of these students can work unlimited hours once the student has commenced their course of study. More information about the visa regulations and working will be available during Orientation.

Orientation Week

Orientation week commences on **Friday 10th February 2012** for International students. During the Orientation Program, staff and senior students will help you find your way around campus and will direct you to the various planned activities. The program includes welcome sessions, campus tours, course advice sessions, study skills, enrolment assistance, health and safety issues, as well as registration information for Overseas Student Health Cover (OSHC), and advice on how to obtain a Tax File Number.

Orientation is the best way to start life at Murdoch. If you miss it, you may struggle to complete your enrolment, find your way around campus, and register with your OSHC provider. **Remember that attendance at Orientation is compulsory!!!**

The social events are always a big hit at Orientation and it’s a great way to make new friends. Students enjoy a range of activities.

Finding ways to make new friends

University is a rewarding and pleasurable experience when you are able to share the journey with others who are also along for the ride. Making new friends and new connections at university can open your mind to new possibilities and experiences in your personal and professional life. As much as your friends and family outside of University love and support you, they cannot understand the Murdoch University experience in the same way as a fellow student.

It is all well and good to say that you should try to make friends at uni, but we all know that making friends and fitting in isn’t always easy. A great thing about having so many people congregating in one place at university is that the odds of finding like-minded souls on campus are high. Chances are, if you have a hobby or a passion – from playing Rugby to Dungeons and Dragons – there will be other people on campus who feel the same way as you. The trick is, knowing how to find them…

**School connections**

Making connections with other students in your particular School can ease assignment and study pressure as you are able to ‘share the load’ with people who understand what you are going through. Friendships within your study field can also create great networking opportunities in your future career. There are many school-related clubs and societies that you can get involved with such as Move IT (Chiropractic and Sports Science), Murdoch Business Club (MBC), Murdoch University Environmental Science Association (MUEnSA) and more...

If there is not a club specifically related to your degree, why not form your own? Alternatively, you might approach students from your tutorials or lectures to ask if they would like to form a ‘study group’ where you can get together regularly to discuss assignments, motivate each during the exam period, or just to ‘hang out’ and talk.

**Clubs and societies**

Joining a club is another great way to meet like minded people and to make new friends on campus. Browse through the following web links to see if you can find something that is of interest to you.

You can browse the comprehensive Student Associations list on the university website: [http://guild.murdoch.edu.au/clubs/clubs-list](http://guild.murdoch.edu.au/clubs/clubs-list)
The Student Guild

The Student Guild offers a great opportunity to get involved in student life and student politics. Many of today’s politicians began their careers in their university student guild. Aiming to represent the diverse student body and to enhance life on campus for university students, the guild not only presents a wonderful social opportunity, but it looks great on your CV too. You can get involved in the Guild by joining one of the Guild collectives (Sustainability, Queer, Indigenous, Education Action and more) or nominating for a Guild Council position. For more information please visit the Guild website www.guild.murdoch.edu.au. Everybody is welcome.

Volunteer programs

There are a number of volunteering programs available at Murdoch University. Many of these programs are registered with the university and will be officially noted on your developmental transcript when you graduate. Volunteering is a fantastic way to get to know your campus, make friends, increase your skill-set, build professional connections, and enhance your CV. A list of volunteer programs is available on the university website or through the Volunteer HUB: http://our.murdoch.edu.au/Student-life/Join-in/Volunteer-opportunities/ Or call 9360 6307

For more information on these, you can contact your First Year Experience, the Student Guild or The Student Centre. The International Office have their own group of volunteers- for more Information email iss@murdoch.edu.au.

MF60

Murdoch Free 60 is a great initiative where there are no lectures, tutorials, workshops i.e. no teaching from 12.30pm to 1.30pm every Thursday! MF60 is the perfect time to catch up with friends, work on group assignments, enjoy market stalls and to enjoy Murdoch University culture.

Study Abroad and Exchange Program

International students can go on exchange too! As a Murdoch student, you have the opportunity to study abroad and gain credits towards your Murdoch degree. You will remain enrolled at Murdoch and you will not incur any extra tuition fees at the host university. By studying overseas, you will enhance your international experience and increase your employability. If you consider studying abroad, now is the time you should start planning for your exchange semester.

Think about where you want to go, what you want to study and how you are going to finance your exchange. It’s a good idea to save your general electives for more flexibility in your choice of classes overseas. For more information about the Exchange Program, please visit: http://studyabroad.murdoch.edu.au

Student Learning

Student Learning Centre

Learning, language and academic skills development support are provided free to Murdoch students and given in a number of different ways.

Small groups

Free workshops are held throughout the year during both semester teaching weeks and non teaching weeks. A comprehensive program of skills building workshops including Essay Writing and Critical Thinking is provided.

Support is available for groups of students with special needs, such as students from Equity groups, students for whom English is a second language (ESL), or those studying at a distance or online.

Postgraduate Workshops and Seminars - GREAT Program

Specialised support program for postgraduate and honours students is called the GREAT program (which stands for Graduate Research Education and Training).

The program includes a range of free workshops to help you develop your academic writing skills, with a focus on:

- Clear and logical arguments
- Research skills including using databases
- Conference presentations
- Statistics
- Computer applications
• Managing a research degree

Individual consultations

Students can ‘drop in’ to the Student Learning Centre office in North wing level 4 of the Library for queries that take only a few minutes to answer, or can arrange an appointment with Student Learning Centre reception when longer discussions are needed.

Credit units – TLC120: Introduction to University Learning and TLC123: Rocket Science: Academic Skills for Science Students

First year students experiencing study difficulties and considering withdrawing are encouraged to enrol in one of these special credit units designed to prepare students for success at university by developing key theoretical understandings, academic skills, and confidence. Contact the Student Learning Centre http://our.murdoch.edu.au/Student-life/Study-successfully/Seeing-someone-for-help/Finding-the-Student-Learning-Centre/ for further details.

Foundation units

The Student Learning Centre supports the learning skills component of foundation units. Assistance is provided in the context of students’ studies.

Online resources

For quick tips on the following areas check out the link below:
- Critical thinking
- Lecture note taking
- Avoiding plagiarism and collusion
- How to cite references
- Tip sheets
- Grammar advice

http://our.murdoch.edu.au/Student-life/Study-successfully/Top-10-quick-tips/

If English is your second language and you would like assistance with language development then you can attend the specialist workshops run by Senior Lecturer, Colin Beasley. Each semester he runs a series of workshops on academic writing, grammar and English pronunciation and speaking skills. In all there are 6 hours a week of free tuition available to help you improve your language skills.

Library

Library staff will help you discover the wide range of printed and electronic resources available. Within the Library and Learning Common at the Murdoch campus, library staff work alongside staff from Student Learning and IT Services to provide a range of services.

The Library has extended opening hours both during and outside teaching periods. Services are also available 24 hours a day through our website, which enables you to request materials, search our catalogue and the catalogues of other university libraries and databases.

Special services are provided for students enrolled in distance courses. For more information see:
http://wwwlib.murdoch.edu.au/

Computing access

There are several general purpose computer laboratories which are available to all students at the South Street campus. These laboratories all run the Microsoft Windows XP operating system, provide Microsoft Office 2007 and have access to the internet.

To find the locations of computer labs see:
www.murdoch.edu.au/itservicedesk/kb/questions/18

All students are allocated 30MB of storage space on a networked server called MyDisk which you can use to save your own documents and files.

IT Service Desk
Telephone: 08 9360 2000
Email: itservicedesk@murdoch.edu.au
Location: Murdoch campus – Library, North Wing, Level 2
Learning Common

The Learning Common is home to over 180 computers on Level 2. The computers are available in various configurations including stand up ‘counter style’ for quick access to check emails etc., ‘classroom mode’ for teaching and self study use and ‘group study mode’ for when you are working on a group project. The Learning Common is also a wireless hotspot: study benches with power are available so you can fire up your laptop.

Student Learning, and the Library Reference and Loans desks are all located within the Learning Common. The Print Room provides copying, printing and scanning at competitive prices within the Learning Common. And not underestimating the value of a good coffee to get you through the day, both Sir Walter’s and Kadjininy cafes are within easy reach.

Campus facilities

South Street campus

Banks/ATM

Bankwest and Uni Credit have bank branches on our South Street campus. There are also Bankwest and ANZ ATMs on the Murdoch campus, located on Bush Court.

Bookshops

The South Street offers a bookshop on site. Or you can shop online, with free pick up or delivery for a small fee. At the Bookshop you can find your booklist, unit readers, stationery requirements, computer software and consumables, stamps, phone cards and gift ideas.

For locations, opening hours or online shopping, check out their website at http://bookshop.murdoch.edu.au

Secondhand books

For buying and selling second hand books, go to the Guild Shop on Bush Court at the Murdoch campus. You’ll find many relevant textbooks at discounted rates and you can sell your old textbooks on a consignment basis. Browse their stock online at: http://www.theguild.com.au/mso/book-exchange

Food and beverages

You’ll never be hungry at Murdoch. There are many places to eat and meet up with friends. You can visit the Food Court, again located off Bush Court, where you’ll find: Absolutely Kebabulous, Aroma Café, Carve a Roast, and the Wok Inn.

Also on campus is the Tavern (at the bottom of Bush Court), the Asian Food Van (down near Biological Sciences), Kadjininy Café in the Learning Common (which has extended hours), Walter’s Café (a quiet getaway in a hidden courtyard downstairs in the Library), and the Lunchbox Café and Law Café in the Economics, Commerce and Law building.

The cafes’ opening hours are varied, but you can usually find a decent cup of coffee between the hours of 8.30am – 6.00pm; the Food Court is open from 8.30am – 3.00pm; and the tavern from 11am – midnight during teaching weeks. Please note that opening hours are subject to change at any time at the discretion of the vendors.

Guild Shop

Located on Bush Court, the Guild Shop has Transperth Smartrider cards, phone credit, SIM cards, international phone credit, postage stamps, confectionary and more.

The Guild Shop also offers a range of services such as dry cleaning, faxing and bus, train and ferry timetables. It is also the location of the Secondhand Bookshop.

Accommodation

If you need to find accommodation you can check out the options available on site at Murdoch University Village. For more details go to www.murdochuv.com.au or contact:

Murdoch University Village
Telephone: 08 9360 2909
Email: info@murdochuv.com.au
Your student association, the Murdoch University Guild, also offers assistance if you are looking for accommodation. If you are a Guild member you can sign on to their accommodation register.

For more details go to www.guild.murdoch.edu.au or contact:

**Murdoch University Guild**
Telephone: 08 9360 2158 or
Email: guild@guild.murdoch.edu.au

**Sports and recreation**

Whether you are looking for a sports competition to join, a group fitness class, personalised gym workout program, or if you just want to hire a squash court, check out what’s on at the fully equipped health and fitness centre on the Murdoch campus.

Students can purchase Semester memberships at a reduced price while Guild members receive a substantial discount on memberships and vouchers.

For more information go to www.guild.murdoch.edu.au or contact:

**Murdoch University Guild**
Telephone: 08 9360 2158 or
Email: guild@guild.murdoch.edu.au

**Security**

Our campuses are patrolled by security services 24 hours a day, 7 days a week. In an emergency you can use any internal phone and dial 333 to contact the security office.

**Security – On Campus Escort**

You can contact Security on 08 9360 6262 or use an emergency call button to arrange for a Security Officer to take you to public transport, your car, or anywhere on campus if you are concerned for your safety.

**Security – Off Campus Escort**

Operating from 5pm until midnight each weekday during semester teaching weeks and pre exam study breaks, the service is the only one of its kind at a Western Australian university providing secure mobile off campus escorts for both students and staff.

Escorts are provided to and from car parks, student accommodation or to surrounding suburbs incorporating the boundaries of North Lake Road, Kwinana Freeway, Somerville Boulevard and Hope Road.

The Off Campus Escort service can be requested by either telephone: 08 9360 6262, or via the wall mounted Security Buttons.

**Worship Centre and Chaplaincy**

A Chaplaincy service offers guidance and counselling of a spiritual or personal nature. A non denominational worship centre is located on campus on the way to Murdoch University Village.

For current contact details, location and worship times please visit: www.murdoch.edu.au/hr2/chaplaincy/chaplaincy.html

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**Rockingham campus**

The Rockingham Regional Campus (affectionately known as 'Rocky' or 'Rocko') is located 45km south of the Perth Central Business District within the Rockingham City Centre on a 75 hectare site.

Our Rockingham campus, along with the Peel campus, enables Murdoch University and TAFE to provide educational opportunities for students in the Peel region, and for members of the local community to experience an integrated campus. Murdoch University and TAFE work in close partnership to provide a diverse range of qualifications. The partnership is also building closer links with community, industry and business within the Peel region:

www.murdoch.edu.au/rocko/rocko.html

**Administration**

Rockingham students are encouraged to contact The Student Centre by phone or email or to use the MyAnswers function in MyMurdoch to answer their questions. There is also a friendly Student Services Officer available at the Rockingham campus 4 days a week (Monday/Tuesday/Thursday/Friday) in the Administration Building, Common Teaching Room 1.002. Telephone 08 9360 7070
Bookshop
Rockingham campus bookshop is open during the first weeks of semesters and trimesters so local students can purchase textbooks without having to travel all the way to South Street. It is situated in the CTL Building on Level 2.

Library
A main feature of the Rockingham campus, Rockingham Regional Campus Community Library serves the needs of the University, TAFE and the local community www.rocklibrary.murdoch.edu.au

Food and Beverage
Rockingham students can get a caffeine fix; meet up with friends or buy breakfast and lunch at the Open Book Café located next door to Lecture Theatre 1 on campus. Opening hours are from 8.00am – 4.00pm, Monday – Friday and 11.30am – 2.30pm on Saturdays. The café is not open on Sundays and Public holidays.

Peel campus

Peel campus is co-located with Mandurah Senior College and Challenger TAFE at the Peel Education and TAFE campus in the city of Mandurah, Western Australia. Peel campus enables Murdoch University and TAFE to provide educational opportunities for students in the Peel region, and for members of the local community to experience an integrated campus. Murdoch University and TAFE work in close partnership to provide a diverse range of qualifications. The partnership is also building closer links with community, industry and business within the Peel region: www.murdoch.edu.au/peel

Administration
Peel students are encouraged to contact The Student Centre by phone or email or to use the MyAnswers function in MyMurdoch to answer their questions. There is also a friendly Student Services Officer available at the Peel campus in Building 101, Room 1.002. Telephone: 08 9582 5501.

Library
The Peel Education Campus Library is co-located with Mandurah Senior College and Challenger TAFE at the Peel Education and TAFE campus at Carleton Place in Mandurah. For contact details, opening hours and location please see: http://wwwlib.murdoch.edu.au/about/campus/peel.html

Food and Beverage
Peel students are free to use the canteen at Mandurah Senior College (next to the Peel Education Campus Library), there is a coffee cart located in the TAFE building and there are vending machines stocked with snacks, drinks and sandwiches in the Murdoch University buildings. Peel students also have access to a ‘kitchenette’

Important contact details
If you have any questions about Pre-departure or Orientation please contact any member of staff from International Student Liaison and Recruitment. For all accommodation and arrival matters please contact Murdoch University Village:

Academic contacts
You can use the website index to find the contact details for academic staff. Go to www.murdoch.edu.au/index and select “Academic Contacts” towards the bottom of the page. You can then either browse through the listings or use the search engine.
Academic Chairs

The Academic Chair is the go to person for your course related questions. The details of your specific Academic Chair can be found on your green enrolment assistance form we send out to you before Orientation week and can also be found at the address below:
http://www.murdoch.edu.au/contacts/academic/

Unit Coordinators

To find the contact details for a unit coordinator go to: www.murdoch.edu.au/index/units Enter a key word in the search engine and you will be able to select the unit you need and find the contact details.

General help

Need help with something that is not your enrolment?

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Bookshop and Booklist</td>
<td>08 9360 2540</td>
</tr>
<tr>
<td>Campus Emergency</td>
<td>08 9360 7333</td>
</tr>
<tr>
<td>Disability and Equity Office</td>
<td>08 9360 6084</td>
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<tr>
<td>First Year Experience Coordinator</td>
<td>08 9360 1362</td>
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<tr>
<td>Guild of Students</td>
<td>08 9360 2158</td>
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<tr>
<td>Health and Counselling Service</td>
<td>08 9360 2293</td>
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<tr>
<td>IT Service Desk (computer problems including MyMurdoch)</td>
<td>08 9360 2000</td>
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<tr>
<td>Library</td>
<td>08 9360 2563</td>
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<tr>
<td>Lost Property</td>
<td>08 9360 6262</td>
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<tr>
<td>Peel campus administration</td>
<td>08 9582 5501</td>
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<tr>
<td>Rockingham campus administration</td>
<td>08 9553 7070</td>
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<tr>
<td>Second hand bookshop</td>
<td>08 9360 6776</td>
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<tr>
<td>Student Learning Centre</td>
<td>08 9360 2142</td>
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<tr>
<td>The Student Centre</td>
<td>1300 687 3624</td>
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</tbody>
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Murdoch University Village

PO Box 1055
Canning Vale WA 6970, Australia
Telephone: +618 9360 2909, Fax: +618 9360 2977
Email: info@murdochuv.com.au

Murdoch Guild of Students

Phone: (08) 9360 2158
Fax: (08) 9360 7463
Email: guild@guild.murdoch.edu.au
http://guild.murdoch.edu.au/
Checklist

The following checklist is designed to help ensure you have completed all necessary preparations before your arrival in Perth.

☐ Accept your offer at Murdoch University prior to the deadline given on the offer.
☐ Pay your first semester’s tuition fee and Overseas Student Health Cover (OSHC).
☐ Apply for your student visa at your nearest Australian Embassy/High Commission using the Confirmation of Enrolment (eCOE) document issued by Murdoch upon receipt of fee and OSHC payment.
☐ Apply on-line for on-campus housing at Murdoch University Village.
☐ Complete your on-line enrolment (including tutorial and workshop enrolment) www.murdoch.edu.au/New-students/ and MYINFO on the Murdoch website. Study Abroad students (studying for one semester only) need only enrol in tutorials and laboratories where applicable and register on MYINFO after receiving a confirmation email of enrolment in classes from the Study Abroad Officer.
☐ Book flights to Perth and arrange travel insurance. Remember travel insurance is separate to your OSHC.
☐ Register for the Airport Shuttle Bus Service and organise temporary accommodation if required.
☐ Make banking arrangements to access funds in Australia from your home country and to bring funds to establish yourself upon your arrival in Perth (for security purposes, transfer funds electronically, or bring a bank draft or bank cheque).
☐ Establish a budget for your studies in Perth.
☐ Begin packing (consult Australian Quarantine and Customs information) and include:
  • Valid passport with valid student visa
  • Confirmation of Enrolment document from Murdoch University
  • Letter of Offer from Murdoch University
  • Copy of E-visa
  • Documents showing official identification (e.g. drivers licence, birth certificate, national ID card)
  • Documents showing award of Scholarship if applicable
  • Transcript if required
  • Pertinent medical records for you and any family members who are accompanying you to live in Perth
  • School reports and immunisation documents for any dependents who are accompanying you to live in Perth
  • Appropriate clothing, personal effects and electrical goods (remember voltage and plug requirements for Australia)
  • Advise Murdoch University if you have any special needs or learning difficulties that require specific resources.
☐ Visit your doctor and dentist before you leave home and obtain any necessary prescriptions or documents regarding medical condition/s and required treatment.

Disclaimer
The information contained in this publication was correct as at 8 November 2011, but is subject to amendment without notice. The University reserves the right to cancel, without notice, any units or courses if the number of students enrolled in these falls below limits set by the University. CRICOS Provider Code 00125J