

## Monash University Policy

<b>Policy Title</b>	Orientation and Transition Policy
<b>Date Effective</b>	01-January-2011
<b>Review Date</b>	20-October-2013
<b>Policy Owner</b>	Deputy Vice-Chancellor (Education)
<b>Category</b>	Academic Quality and Standards
<b>Version Number</b>	1.1
<b>Content Enquiries</b>	<a href="mailto:policy-education@monash.edu">policy-education@monash.edu</a>
<b>Scope</b>	<ul style="list-style-type: none"> <li>• All campuses (including offshore)</li> <li>• All Monash staff</li> <li>• All Monash students</li> </ul>
<b>Purpose</b>	The purpose of this policy is to define the scope and purpose of Orientation and Transition processes and activities at Monash University.
<b>POLICY STATEMENT</b>	

Monash University acknowledges that students undertake learning transitions over time which may involve large-scale academic, social, and environmental change. Monash aims to facilitate a positive and successful transition for all commencing students to their discipline(s) of study, campus, and learning environments through orientation processes which provide academic, social, administrative and geographic familiarisation with Monash and embrace the diversity of their previous experiences.

Monash focuses on providing the best possible experience for new students in an environment where they are supported to take responsibility for their own learning.

The University will deliver a comprehensive, integrated and coordinated approach to student orientation and transition that:

- involves a whole of University approach: academically led, faculty owned, centrally coordinated and supported;
- is mediated through curriculum and co-curriculum activities;
- is facilitated by a quality learning environment and good teaching and support;
- fosters easy access to services and programs that aid academic and social orientation, integration, and support;
- is appropriate to Monash's core values, as expressed in the Monash Passport; and

is actively and systematically governed, evaluated and updated.

<b>Supporting Procedures</b>	
<b>Responsibility for implementation</b>	Vice-Provost (Learning and Teaching) Faculty, Divisional and Campus Orientation Coordinators

<b>Status</b>	Revised
<b>Approval Body</b>	<b>Name:</b> Academic Board <b>Meeting:</b> 5/2010 <b>Date:</b> 20-October-2010 <b>Agenda item:</b> 16.8
<b>Endorsement Body</b>	<b>Name:</b> Education Committee <b>Meeting:</b> 5/2010 <b>Date:</b> 29-September-2010 <b>Agenda item:</b> 7.1.2
<b>Definitions</b>	<p><b>Orientation Week ('O Week')</b>: Is the week immediately preceding Week 1 of the standard teaching semester and is recognised as the official commencement to the academic year for commencing students.</p> <p><b>Transition</b>: A university, faculty and campus led process for students that starts from letter of offer that incorporates activities and the distribution of information designed to foster academic and social integration, and academic engagement and attainment.</p>
<b>Legislation Mandating Compliance</b>	<a href="#">Monash University Act 2009</a>
<b>Related Policies</b>	
<b>Related Documents</b>	<a href="#">Orientation and Transition Guidelines</a>