Partner Fact Sheet - 2018 Academic Year

Monash University – Monash Abroad

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Monash Abroad Opening hours: 10:00am - 4:00pm (Monday to Friday) EST
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Inbound student information

Exchange or Fee-paying Study Abroad

Students coming on an exchange with a reciprocal agreement in place with Monash and non-partner fee-paying study abroad students follow the same processes for admission as outlined below.

Eligibility

To be eligible for admission to Monash for exchange or study abroad, students must have:

- completed at least one full year of study at their home university (variable for postgraduates);
- achieved a minimum Grade Point Average (GPA) of 3.0 or weighted average mark (WAM) of 60%, or home university equivalent to a credit average;
- met the Monash English language requirements; and
- be nominated by their home university or agent

Monash Abroad application form

Applications should be sent via your home university or agent to Monash Abroad by:

- Semester one (February – June): 1 October
- Semester two (July – November): 1 March
The application form and full instructions on how to apply can be found at our website. The application form has fillable fields and in-built features to assist students in completing their study plan. It must be downloaded and saved first, and the fields can be filled using Adobe Acrobat PDF Reader or Apple Preview. Students should fill in the application, print it, physically sign it and provide it to their home university or agent for endorsement signing and sending. This form is used for both exchange and fee-paying study abroad applicants.

Please note: Applications will not be considered unless the full application and supporting documentation is received.

Creating a study plan
Part of the process of applying to Monash is creating a study plan. A study plan is the list of units (subjects) students plan to study while on exchange/study abroad. Students need to ensure the unit is available for the semester in which they are applying, and also meet any prerequisite requirements. If students are applying to study second and third year units they must show they have completed the prerequisites as detailed in the Monash handbook(s) by including detailed syllabi and results from their home institution. Students should be aware of any applicable academic considerations/restrictions.

Supporting Documentation
Please ensure students attach all supporting documentation to their application including:
1) an up-to-date official academic transcript for all post-secondary study
2) a copy of their passport information page (an expired passport is fine, at the application stage it is only to verify personal details). If students have an Australian or New Zealand passport please have them include this to waive the visa and OSHC requirements.
3) Proof of English proficiency

Next steps
After Monash Abroad receives the completed application and all supporting documentation the student will receive an acknowledgment email confirming their Monash University ID number and next steps in the admission process. The study plan will be sent to the relevant faculty(ies) for approval of the units they have selected. Monash Abroad will then send a list of pre-approved units with the International Student Course Agreement (offer for admission). While they will be approved in advance to enrol in these units, their enrolment will take place in-person with their base faculty during Monash Abroad orientation and is subject to timetable and class availability. Students may be able to change units after they arrive but approval to enrol in alternative units is at the discretion of the relevant faculty and they may be required to produce original transcripts or other documentation.

Housing

On-campus accommodation
The Monash Abroad office will email students instructions on how to apply online for on-campus accommodation once they have successfully submitted their exchange or study abroad application; students should not apply directly to Monash Residential Services (MRS).

Off-campus accommodation
Students who choose to live off-campus can receive assistance/advice on searching for rental properties, setting up a share house, things to look out for before they sign a contract, an idea of comparable rental costs, how to budget, and how to get the essentials like internet, gas and electricity connected.

Monash Abroad orientation and enrolment

Monash Abroad hosts a free, compulsory orientation for all exchange and study abroad students each semester. This takes place one week prior to Monash University orientation and two weeks prior to classes commencing.
It is important that students advise Monash Abroad if they are unable to arrive by Monash Abroad orientation commencement. Late arrival will be subject to strict faculty approval. Students arriving late without formal faculty permission will not be allowed to enrol and therefore, their program will be voided.

Important dates

Find out more about key dates.

<table>
<thead>
<tr>
<th>For students living on-campus*, accommodation contract will begin and end</th>
<th>Semester one</th>
<th>Semester two</th>
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<tbody>
<tr>
<td>Students to arrive on/ before</td>
<td>Monday 12 February</td>
<td>Monday 9 July</td>
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<tr>
<td>Monash Abroad Orientation</td>
<td>Tuesday 13 – Friday 16 February</td>
<td>Tuesday 10 – Friday 13 July</td>
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<td>Monash 'O' Week</td>
<td>Monday 19 – Friday 23 February</td>
<td>Monday 16 – Friday 20 July</td>
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<td>Classes commence</td>
<td>Monday 26 February</td>
<td>Monday 23 July</td>
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<td>Mid-semester break</td>
<td>Friday 30 March – Friday 6 April (Easter)</td>
<td>Monday 24 - Friday 28 September</td>
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<td>Classes conclude</td>
<td>Friday 25 May</td>
<td>Friday 19 October</td>
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<td>Swot vac (study leave, no classes)</td>
<td>Monday 28 May – Friday 1 June</td>
<td>Monday 22 – Friday 26 October</td>
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<td>Exam period</td>
<td>Monday 4 – Friday 22 June</td>
<td>Monday 29 October – Friday 16 November</td>
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* Contract dates are for Monash University Residential Village – longer contracts are in place for Urban Community.

Visa

Students will need to complete and return the acceptance declaration in their International Student Course Agreement and receipt of payments where applicable. Monash Abroad will then email an electronic Confirmation of Enrolment (eCoE) form. The eCoE is required to apply for a student visa (subclass 500). It is important, and the students responsibility, to fully understand their obligations and responsibilities when applying for a student visa. Students are advised to not book non-refundable travel until their visa has been issued.

Overseas Student Health Cover (OSHC)

OSHC is insurance to assist international students meet the costs of medical and hospital care that they may need while in Australia. OSHC will also pay limited benefits for pharmaceuticals and ambulance services. It is a condition of student visas that visa-length OSHC be purchased and maintained for the duration of that visa. Failure to purchase OSHC will result in students being non-compliant with their student visa requirements.

Students can arrange to pay for their OSHC when accepting their offer through Monash. Monash University’s preferred provider is OSHC with Allianz Global Assistance and we would highly recommend students take this option. Students retain the right to choose their own OSHC provider which must come from the list of providers below. For more information on OSHC please see this [link](#).

Non-Monash University OSHC preferred suppliers:

- Australian Health Management
- BUPA Australia
- Medibank Private
- NIB
Whichever option a student chooses, they must select the OSHC cover dates set out in Part B of their International Student Course Agreement.

### Travel insurance

We strongly encourage students to take out comprehensive travel insurance before they leave for Australia as their OSHC will provide only basic medical and hospital cover whilst in Australia and does not cover any travel related claims. The OSHC does not cover students while travelling to or from Australia, their personal belongings or if they have an emergency and need to return home urgently. It is important to fully understand the terms and conditions of their travel insurance and what this covers.

### Living costs

Information about living costs in Melbourne for international students can be found [here](#). This information is primarily for international students completing full three-year degrees at Monash so there may be some variations for exchange and study abroad students. You can also get an idea of living costs in Melbourne [here](#).

### Employment

Holders of Australian student visas can work part-time for up to 40 hours per fortnight during the semester and full-time after exams have concluded. The visa work 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.