

Study Abroad Program

Partner Guide 2019

Study Abroad Program Website	http://www.studyabroad-exchange.uts.edu.au/
Instagram	http://www.instagram.com/utsstudyabroad @UTSstudyabroad
Blog	https://www.utsstudyabroad.com/

Entry Requirements

Academic Entry Requirements	https://www.uts.edu.au/future-students/international/study-abroad-and-exchange-students/entry-requirements
English Language Entry Requirements	https://www.uts.edu.au/future-students/international/study-abroad-and-exchange-students/entry-requirements/english-language <i>NOTE: UTS does not accept the DAAD Language Certificate, ITP or the TOEIC test.</i>

Academic Calendar

Academic Calendar	<p>UTS runs two sessions per year (Autumn and Spring). Within these sessions there are two calendars, which run parallel but start and end at slightly different dates. Most faculties teach according to the Main (Autumn or Spring) Calendar. Education and some health subjects are taught in (Autumn or Spring) Calendar B.</p> <p>Education majors who wish to undertake Education subjects at UTS must choose subjects from Calendar B ONLY. If the student wishes to take a range of subjects from the other faculties, they must choose Main Calendar subjects only. Subject choices cannot cross calendars.</p>			
	Autumn Session 2019		Spring Session 2019	
	Main Calendar	Calendar B	Main Calendar	Calendar B
	Orientation starts	25 February	18 February	22 July
	Teaching starts	11 March	25 February	22 July
	Exams finish	29 June	29 June	9 November
<p>UTS Exchange and Study Abroad Academic Calendar (downloadable PDF) - http://www.uts.edu.au/sites/default/files/SAEX%202017%20Academic%20Dates.pdf</p> <p>UTS Academic Calendar http://www.handbook.uts.edu.au/dates_academic.html</p>				

Program Options

Study Abroad Program Options	Students can select from three UTS Study Abroad options. They must indicate the correct program on their online application and identify if they are undergraduate or postgraduate (must have completed 180 ECTS, a Bachelor degree or equivalent). Students should also review the later section Subjects and Enrolment (page 4) as a guide to choosing subjects for inclusion in the online application form.		
	Study Abroad Program	Study Abroad 18	Australian Language and Cultural Studies (ALACS)
Notes on Credit Points (CP) at UTS	Enrol in a full-time study load – 24 credit points (24CP) per session. Students may study at UTS for one or two sessions. A standard Study Abroad tuition fee for 24CP applies.	Enrol in Study Abroad, but with a reduced study load of 18 credit points (18CP). A lower tuition fee applies.*	Students with lower English language entry scores may choose to study the 24CP Australian Language and Cultural Studies Program to learn about Australia and improve their language proficiency through a UTS credited program.
Change of Study Abroad Program	<p>*NOTE: Study Abroad Program / Study Abroad 18 students must note the following:</p> <ol style="list-style-type: none"> 1. 24CP = 30 ECTS or 15 US Credit Hours. 18CP = 22.5 ECTS or 12 US Credit Hours. 2. 18CP is the minimum full-time load to maintain a valid Australian student visa. 3. Most UTS faculties offer 6CP subjects, but a few offer 8CP subjects. 4. A combination of different faculty subjects may result in an enrolment above 18CP (or 24CP). 5. Tuition fees rates are adjusted upward for additional credit points enrolled above the standard program. (2019 fee rate – AU\$412 per CP) 6. Students may change their program before arrival. Send an email to Studyabroad.Exchange@uts.edu.au with the student's details with the request to change from 18CP to 24CP or 24CP to 18CP. Changes will increase/reduce tuition fees and any increase/reduce the value of awards received. 7. Change of Program is not encouraged after arrival in Sydney. 		

Tuition Fees, Awards and Health Insurance (OSHC) Information

Fees	2019 (\$412.00 per credit point)		2020 Fees to be confirmed but may be slightly higher than 2019	
	Study Abroad 18	Study Abroad 24	Study Abroad 18	Study Abroad 24
	AU\$7,416.00	AU\$9,888.00	TBC	TBC
Awards	All students will be automatically assessed for a UTS Study Abroad Excellence Award , which is granted to students who have achieved outstanding academic results. The value of the Award is up to AU\$2,000 for the Study Abroad Program (24CP) and AU\$1,000 for the Study Abroad 18CP Program.			
Health Insurance (OSHC)	<p>Whilst on a student visa, students are required to purchase Overseas Student Health Cover (OSHC). We recommend Medibank Private, however students may explore <i>Which other insurers offer OSHC</i> on the Department of Australian Health website.</p> <p>Students will be sent instructions on how to purchase this health insurance at point of offer. UTS does not purchase OSHC on behalf of students. Belgian, Norwegian and some Swedish students with cover provided by Kammarkollegiet are not required to purchase OSHC as part of their visa requirements. For further information about <i>Who has to take out OSHC</i>, visit the Department of Australian Health website.</p>			

Application and Acceptance

Application Deadlines	Autumn Session (February/March – June) Applications close 30 November	Spring Session (July – November/December) Applications close 30 April
Application Steps	<p>UTS uses an online application process via MoveOn. Paper copies are not required.</p> <ol style="list-style-type: none"> Students complete the online application form, which includes thoroughly researching up to 10 (maximum) subject choices. Students provide the UTS official partner/agent contact with a PDF copy of their online application form for reference Partners/Agents must email UTS Study Abroad at saex.applications@uts.edu.au and include the following: <ol style="list-style-type: none"> Student's PDF application form Certified English proficiency results Certified academic transcripts Any certified English translations. 	
Application Links	<p>Steps to Applying – https://www.uts.edu.au/future-students/international/study-abroad-and-exchange-students/steps-applying/study-abroad</p> <p>Online application link for Study Abroad Students – https://uts.moveon4.com/locallogin/558770583d5d660c3d000003/eng</p>	
Supporting Documents	<p>All supporting documents must be translated, if not in English, and certified (stamp and signature) by the sending agent or home institution.</p> <p>UTS requires certified copies of the student's Academic Transcripts and Grading Scale both in the original Language and an English translation. The sending agent or home institution must certify (stamp and sign) each page. Translations are not required if the original transcript is issued in English.</p> <p>Detailed information about supporting documentation requirements can be found online at Step 3. Supporting documentation - https://www.uts.edu.au/future-students/international/essential-information/applying-study-uts</p>	
Issuing an Offer	<p>Full Offer – Where a student's application is complete on arrival and meets all admission requirements, UTS aims to turnaround an offer within 5 days. This may or may not include outcomes on subject approvals. If not included, they will be sent as soon as possible.</p> <p>Conditional Offer – Where a student's application is incomplete on arrival or does not meet all admission requirements, a conditional offer may be issued outlining the missing documentation or requesting additional evidence supporting admission requirements.</p>	
Accepting the Offer	<p>To accept a Full Offer, UTS must receive ALL the following documents in a single email sent to studyabroad.exchange@uts.edu.au for each student referencing the student's UTS student ID:</p> <ol style="list-style-type: none"> Completed Acceptance Form and Declaration (last 3 pages of Offer Letter) Proof of payment of tuition fees (i.e. receipt from FlyWire) Official OSHC policy certificate or documentary evidence of coverage by Kammarkollegiet (Sweden), if applicable Signed acceptance of Study Abroad Excellence Award (if applicable) 	

COE and Student Visas

<p>COE and Student Visas</p>	<p>Once a student has accepted their full offer, UTS will issue a Confirmation of Enrolment (COE) which the student must use to obtain their Student visa (subclass 500) through the Department of Immigration and Border Protection (DIBP).</p> <p>Students and Agents/Partners must check that the Offer letter and eCoE documentation is correct and inform us if there are any errors e.g. wrong duration, before applying for their visa. Under no circumstances should a student use an incorrect CoE to apply for their student visa. If they do so, they will be liable for the cost of any additional visa changes or extensions.</p>
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Subjects and Enrolment

<p>Step-by-Step Guide to Finding Subjects</p>	<p>The Study Abroad and Exchange Subject Guides provide an overview of popular subjects and guidance on how to navigate the UTS Handbook.</p> <p>https://www.uts.edu.au/future-students/international/study-abroad-and-exchange-students/study-plans-and-subjects</p> <p>Under Tips for Selecting Subjects, the Step-by-Step Guide to Finding Subjects as a Study Abroad and Exchange Student helps students select subjects by explaining key terminology and guiding them through the UTS Handbook and UTS Timetable.</p>
<p>Teaching Locations</p>	<p>Most subjects are taught on the City Campus in Ultimo. Students who choose Sport and Exercise Science and Management subjects will find some subjects based at the new Moore Park Precinct. A free campus shuttle bus runs between the City campus and Moore Park Precinct. https://www.uts.edu.au/future-students/health/i-want-study/sport-and-exercise/sport-and-exercise-moore-park-precinct. Other transport options are available.</p>
<p>Conditions for Subject Approvals and Enrolment</p>	<p>Students are encouraged to thoroughly research between 6 to 8 subject options (maximum 10) before submitting their online application.</p> <p>Subject approvals will be sought from UTS Faculty as part of the application assessment process by the Study Abroad Officers.</p> <p>Subject approval and final enrolment into subjects is conditional upon approved meeting prerequisites, class availabilities and completion of the online enrolment process (explained to students as part of accepting their offer).</p> <p>Students who are completing their undergraduate studies and seeking admission to Postgraduate Study Abroad, yet do not currently have evidence of their Bachelor degree, may find postgraduate subjects unable to be approved until that evidence is received by UTS.</p> <p>Students must also check the UTS Timetable Planner to avoid subject clashes.</p> <p>Subjects from the following Programs are generally not available for Study Abroad students: Nursing clinical and Education placements; Midwifery; all Graduate Health subjects; MBA Executive; Chinese Medicine; Engineering internships. Media Arts Production may have limited availability.</p>
<p>Enrolment FAQs</p>	<p>Common questions about enrolment and timetabling have been addressed in our Enrolment FAQ page.</p>
<p>Requesting New Subjects after Application Before Admission</p> <p>After Admission</p>	<p>Before admission, but after application to UTS:</p> <ul style="list-style-type: none"> Students who wish to request additional subjects they must complete the UTS Additional Subject Request form and email this to Studyabroad.Exchange@uts.edu.au <p>After admission to UTS, subject requests follow a different procedure. Request subjects via the UTS eRequest system using the tips below:</p>

	<ul style="list-style-type: none"> • Submit one <i>eRequest</i> with ALL the subjects you wish to request • Ensure students explain in the <i>Textbox</i> why they want the subjects • In case requested subjects are 'Not Approved', students should ask for alternative subject recommendations.
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UTS Housing and Living in Sydney

<p>Priority* On-Campus Housing</p> <p><i>*Note: UTS Housing cannot guarantee a particular type/style/cost of accommodation, however, booking earlier increases chances of securing a preferred housing type.</i></p>	<p>We strongly recommend students live on campus. UTS Housing provides a stress-free, fun and supported study environment, just a few minutes from class. Living in the city centre everything is a short walk, and the beach is only a bus ride away.</p> <p>UTS housing aspires to be <i>25% cheaper than similar housing options in Sydney</i>. Sourcing decent, affordable accommodation in Sydney is <u>highly competitive</u>, especially in summertime (December-February). Exchange and Study Abroad Students are the <u>only</u> group of UTS students offered the advantage of our special Housing Priority*.</p> <p>Housing Application Deadlines</p> <ul style="list-style-type: none"> • Autumn Session 2018 – Opens early October; Closes 31 October • Spring Session 2018 – Opens early May; Closes 1 June
<p>On-Campus Housing Application</p>	<p>Housing Applications: Go to www.housing.uts.edu.au for accommodation options. Students can apply online before receiving a full offer of admission. When applying, enter the UTS Student Number (the same as the UTS Application Number) and select <i>Exchange or Study Abroad</i> as the Student Type.</p> <p>Housing Fees: A non-refundable application fee of AU\$40 applies. On issue of a housing offer, an acceptance fee of AU\$120 and a refundable Bond of 4 weeks lease applies. <i>*The Bond is refundable based on meeting the terms and conditions of the agreement, and the resident not damaging the room.</i></p> <p>Note: If a student is given a housing offer, but does not receive a full offer of admission to UTS, they will be refunded the AU\$120 acceptance fee and the 4 weeks bond.</p> <p>Housing Payments: All fees and other details may be found at the housing web site. http://www.ssu.uts.edu.au/housing/residences/cost.html</p> <p>Contact UTS Housing at housing@uts.edu.au</p>

Arrival Information and Living in Sydney

<p>UTS Arrival Guide Arriving and Settling in/ Living in Sydney</p>	<p>Arrival information, including the UTS Complimentary Airport Shuttle Service, is available at http://www.uts.edu.au/future-students/international/commencing-students/arriving-and-settling. You can also scroll to bottom of the page for the the <i>Arrival Guide</i> (pdf).</p> <p>For more information about about where to live and what's fun to do in Sydney, see https://www.uts.edu.au/future-students/international/commencing-students/living-sydney</p>
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UTS Transcripts on Completion

<p>UTS Transcripts</p>	<p>UTS issues transcripts to all students approximately one month after exam results are released. These are sent either to students, agents or partners based on pre-agreed arrangements.</p> <p>Please note that the official UTS transcript does not carry a stamp or signature. Instead, it carries a security feature in the paper (UTS is written in tiny letters across the whole paper) and a "COPY" watermark will appear if the transcript is copied.</p>
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UTS Study Abroad Contacts

Initial Enquiries	Direct initial enquiries to the general email at Studyabroad.Exchange@uts.edu.au	
Submitting Applications	All applications for Study Abroad should be sent to SAEX.Applications@uts.edu.au These email accounts are monitored and answered daily. Emails sent directly to staff below may encounter delays if people are out of office.	
Key Staff Contacts	Senior Manager, International Mobility and Services Simon Watson – Simon.Watson@uts.edu.au	Manager, Study Abroad Program (Jobshare) Katie Padilla – Mon, Thurs, Fri studyabroad.manager@uts.edu.au Lyn Lawrance – Tue, Wed studyabroad.manager@uts.edu.au
	Study Abroad Officer Lisa Barrie – Lisa.Barrie@uts.edu.au	Study Abroad Assistant Lara Johnson – Lara.Johnson@uts.edu.au
Full Degree Enquiries	Enquiries regarding Full Degree Applications should be directed to Reps@uts.edu.au	