

University of Sydney – Sydney, Australia

Spring 2011

IAP Program Handbook

The University of Sydney study abroad program is offered by International Academic Programs (IAP) at the University of Wisconsin-Madison in conjunction with the University of Sydney. This IAP Program Handbook supplements handbook(s) or materials you receive from the University of Sydney as well as the IAP Study Abroad Handbook and provides you with the most up-to-date information and advice available at the time of printing. Changes may occur before your departure or while you are abroad.

Questions about your program abroad (housing options, facilities abroad, etc.) as well as questions relating to your relationship with the University of Sydney or academics (e.g. course credit and equivalents, registration deadlines, etc.) should be directed to International Academic Programs at UW-Madison.

Contact Information

On-Site Program Information

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On-site Internship Program Information

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UW-Madison Information

Study Abroad Resource Center
International Academic Programs (IAP)
University of Wisconsin-Madison
250 Bascom Hall, 500 Lincoln Drive
Madison, WI 53706
Tel: 608-265-6329 Fax: 608-262-6998
Web: www.studyabroad.wisc.edu

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Emergency Contact Information

In case of an emergency, call the main IAP number **(608) 265-6329** between 8:00 a.m.-4:30 p.m. Monday-Friday; after-hours or on weekends call the IAP staff on call at **(608) 516-9440**.

Embassy Registration

Program participants who are U.S. citizens must register at the U.S. Embassy before departure as this will help in case of a lost passport or other mishap. You can register online at <https://travelregistration.state.gov>. If you are not a U.S. citizen, register at your home country's embassy or consulate.

United States Consulate General
MLC Center, Level 10
19-29 Martin Place
Sydney NSW 2000
Australia
+61-2-9373-9200
+61-2-4422-2201 emergency
<http://sydney.usconsulate.gov/sydney/>

Program Date

Spring 2011 (Semester 1)

Daily Arrival & Housing Info Sessions:	Approx. 1 month before semester begins
Orientation & Enrolment:	Approx. 2 weeks before the semester begins
Classes Begin:	February 28
Mid-semester Break:	April 22 – April 29
Study Vacation Period:	June 6 – June 10
Examinations:	June 13 – June 24
Semester Ends:	June 24

A full listing of semester dates is at:

<http://www.law.usyd.edu.au/fstudent/undergrad/dates.shtml#2011>

Preparations Before Leaving

Refer to the Pre-Departure Checklist on pages four and five of the IAP Study Abroad Handbook for essential information. The University of Sydney also provides this checklist.

<http://www.usyd.edu.au/stuserv/issu/predep.shtml>

Immigration Documents

Passport

A passport is needed to travel to Australia and to obtain your student visa. Apply immediately for a passport if you do not already have one. Passport information and application forms can be found on the U.S. State Department website (<http://travel.state.gov/passport>). If you already have your passport, make sure it will be valid for at least 6 months beyond the length of your stay abroad.

Visa

You must have a visa in order to study in Australia. The University of Sydney will supply you with instructions on how to apply for your Visa. Once the University of Sydney has issued you a Confirmation of Enrollment (CoE), you can apply for your Visa online. You **cannot** apply for a Visa without the Confirmation of Enrollment (CoE). The Confirmation of Enrollment (CoE) will be sent to you once you return your official Acceptance Form to the University of Sydney and pay for your OSHC Health Insurance.

Overseas Health Cover (OSHC)

Overseas student health cover (OSHC) is insurance that provides cover for the costs of medical and hospital care which international students need while in Australia and is mandatory for international student visa holders. OSHC will also cover the cost of emergency ambulance transport and most prescription drugs.

How do I get OSHC?

Please refer to the details listed in your University Offer Letter. You will be given more information about your health cover during on-site orientation including how to obtain your health card. Should you require more information about your health coverage please visit the OSHC Worldcare site: www.oshcworldcare.com.au

Handling Money Abroad

The Australian unit of currency is the Australian dollar, which we abbreviate as \$A. Exchange rates can fluctuate on a daily basis. For an up-to-date exchange rate, visit: <http://www.xe.com/ucc/>

You can use credit cards in Australia for everything from drawing cash to buying dinner. While Visa and MasterCard are more widely accepted than American Express for purchases, American Express offers its card holders some very useful financial services. Check with each company before you depart.

The easiest way to handle your money is with an American ATM card. The advantage to using your card is that you will be assessed the wholesale exchange rate that applies to large foreign currency transactions. You should check with the issuer to make sure your

numerical PIN number will work abroad. You can only draw from a primary (usually checking) account. Cirrus is a more widely accepted ATM card; Plus is only taken at ANZ (Australian New Zealand Bank). Be sure to check with your bank to make sure your ATM card can be used in Australia. Australian banks currently do NOT charge a fee for the use of their ATMs, but check with your home bank to see if fees will be assessed by them.

American ATM cards are difficult to replace quickly if lost or stolen. Some students have had difficulty finding cash machines that would accept their American ATM cards. Take your American ATM card with you, but have other sources of money in case your ATM card does not work.

Even with careful planning and strict adherence to a budget, it is frighteningly easy to overspend. Finance charges can add up quickly if you extend payment on goods or take out cash advances. Planning a budget and sticking to it can help avoid overspending.

Packing

There is no such thing as taking too little – just ask someone who has studied abroad. Returned study abroad students will probably advise you to leave as much as you can at home.

"Pack everything you might need, then take half of it out," is one student's advice. It will be there when you get back. Let practicality be your guide for packing. Keep in mind that overseas it's perfectly acceptable to wear the same outfit a few times in one week. If you plan carefully so that all articles of clothing mix and match, you can create plenty of different outfits from a minimum number of items. Also remember that the weather can vary quite a bit throughout the day and from town to town. Choose clothes that are good for layering.

You are going to have to carry whatever you pack by yourself, so leave behind half of what you think you need. You will be limited to two pieces of checked luggage and one carry-on bag on the flight, and even that is more than you can comfortably carry. Large, hard-sided suitcases are tough to carry and even more difficult to store. Use duffle bags with wheels or a good, internal frame backpack. Closet space will not be as generous as what you are used to, so even if you can get it there, you won't necessarily know where to put it.

Be prepared to move luggage through airports, on and off busses, and up several flights of stairs. When you're packing, keep in mind that your room in Australia may not be as big as your room at home.

Clothing - Practical and sturdy clothes are what you need for your stay in Australia. On campus, students dress casually: jeans, t-shirts and other informal clothing are popular student attire. In summer, it is acceptable to wear shorts, t-shirts and light footwear. Here's a basic list of suggested items to take.

- A raincoat with a warm lining (detachable is best) or waterproof Gore-tex jacket.
- A lighter weight jacket, windbreaker, raincoat or jean jacket.
- Jeans. Bring several pairs.
- Khakis or lightweight trousers.
- Two or three pairs of comfortable walking shoes. Sturdy, lace-up shoes are a good

choice for fieldtrips and bushwalking. A couple of pairs of casual shoes (loafers, Doc Martens) for skirts and trousers.

- A Turtleneck.
- One or Two Dressy Outfits.
- A couple of cotton sweaters.
- Cotton t-shirts, long and short sleeve. Good for layering.
- Pajamas.
- A couple of bathing suits.
- Underwear and socks.
- One sweatshirt, one pair sweatpants.
- Umbrella.
- Accessories, such as belts and costume jewelry. Leave good stuff at home!
- Sun screen.
- A hat. The sun gets hot!!

Electronics

If you can help it, don't bring electrical appliances from home. The electrical current in Australia is 240/250 volts at 50Hz (cycles per second). In the US, it is 110 volts at 60Hz. You will not only need an adapter to plug in your appliance, you will also need either a transformer and adapter plug, or a dual voltage appliance which can be switched from 110 to 240 volts. (The difference in the number of cycles means that appliances with motors may not work as well in Australia as they do in the US.) Most returning students agreed that converters were a hassle and said it was best to buy a hairdryer overseas. If you want to bring one from home, try ones with dual voltage (brandnames include Krupps, Braun, or Conair).

Dual voltage electric shavers can also be purchased here in the US (Philips, Braun and Remington are just a few name brands). Otherwise, plan to either buy an electric shaver in or use a blade razor.

Travel and Arrival Information

With your eCOE (Electronic Confirmation of Enrollment), you will also be sent a pre-departure information package which contains information about the Orientation program for international students, airport arrival, temporary accommodation booking, living in Australia and other information you need before you leave your home country.

See the [International Student Support Unit](#) pages for further information on preparation for departure from your home country, airport arrival arrangements Daily Arrival Information Sessions and Orientation.

The Academic Program

The Teaching System

The University of Sydney teaching system comprises large-group lectures combined with seminar and tutorial groups. The basis of teaching, for example, in Arts and the Humanities, is the tutorial (i.e. seminar). Teaching staff meet with small groups of students to discuss selected readings and questions. Tutorial groups usually contain between 8-15 students but may be larger in language classes. In addition, most units of study (subjects) have large-group lectures in which staff provide essential information and the framework for tutorial discussion.

Students are advised to attend all lectures and tutorials for each unit of study. Some units of study have specific attendance requirements. Failure to meet these may result in academic penalties.

You will find that Australian students are required to be self-directed in their study skills and to submit a considerable amount of written work in assignments and seminar / tutorial papers. Students often receive lengthy reading lists and are expected to spend considerable time outside of lectures studying, preparing assignments, essays or contributing to group projects. Science units often require lengthy laboratory sessions and, routinely, field-trips and excursions.

Course Information/Units of Study

Students will sign up for units of study during the application process. A unit of study is the class (subject) in which students enroll. Most Study Abroad and Exchange students select 1000 - 3000 level units in areas that they have already studied at their home institution.

- 1000 level units of study are introductory or Lower Division units (*equivalent to Freshman or Sophomore level*)
- 2000 level units are Intermediate level units (*equivalent to Junior level*)
- 3000 level units are Senior level units (*equivalent to Senior level*)

To find Units of Study, visit:

http://www.usyd.edu.au/future_students/study_abroad/study/choice/index.shtml

Units with Limits on Enrolment Numbers:

For most units of study, student numbers are not limited; however some highly sought after units in the following areas do have enrolment restrictions.

- Architecture
- Art Workshops
- Internships
- Media and Communications
- Music

Units Not Open to Study Abroad Students

Units in the following areas of study are **NOT** open to Study Abroad or Exchange students:

- Dentistry
- Medicine

Academic Advising

Generally, you will have about 10 days before the start of semester to consider unit options. Orientation Week is usually held about two weeks before the start of semester. There are three advisory sessions during Orientation Week:

- a general introduction to the University Study Abroad and Student Exchange programs
- an academic adjustment session
- an enrolment session

During Orientation, the International Office will provide you with a list of academic advisors for each of the different areas of study. You can use liaison officers to meet with lecturers in order to discuss the differences in assumed knowledge, unit of study content, and assessment requirements.

Registration

Enrolment into your approved units of study normally takes place prior to your arrival. You are also able to add units to your enrolment within the first week of semester and can drop units from your enrolment during the first three-four weeks of semester. All enrolment changes must be made in-person at the International Office.

Your personal class timetable will be available online in the week before classes commence.

Course Equivalent Requests and My Study Abroad

Each course you take abroad must be assigned a UW-Madison “equivalent” course in order for your grades and credits to be recorded on your UW-Madison transcript. In order to establish UW-Madison course equivalents for your study abroad courses, you will submit a Course Equivalent Requests through your My Study Abroad account. Detailed information on the UW course equivalent process that you will use through your My Study Abroad account is available in the IAP Study Abroad Handbook.

Credits

Conversions

University of Sydney Credit Points	UW Credit Scale
6	4
12	8
18	12
24	16

Limits and Load

Undergraduate study abroad students at the University of Sydney must take between 18 (3 units of study) and 30 (5 units of study) credit points to be considered full time. A normal study load per semester is 24 credits (4 units of study). Please note that for those of you doing the internship option, the internship credit points count towards part of your total credits. Please note also that students must be bringing back a minimum of 12 UW credits and a maximum of 18 UW credits

Pass/Fail/Drop/Audit

Please refer to the IAP Study Abroad Handbook for academic policies.

Grades and Grade Conversions

University of Sydney	University of Sydney %	UW-Madison
High Distinction (HD) or Distinction (DN)	75-100%	A
Credit (CR)	70-74%	AB
Credit (CR)	65-69%	B
Pass (P)	58-64%	BC
Pass (P)	50-57%	C
Pass Conceded (PC)	45-49%	D
Fail (FL)	Fail	F

Internship Option

Students selected for the study abroad internship program will combine an internationally recognized education with real life professional experience. Interns will spend at least 15 days working on a specialized project with one of our host organizations. Employers may offer paid internships.

The internship program also includes rigorous academic components:

- 4 professional development workshops;
- 4 reflective journals; and
- 1 final project report.

The internship unit is awarded 6 credit points (4 UW credit hours). On top of this you will also be enrolled in 3 other courses at the University of Sydney.

The study abroad internship program will truly give you the edge. As part of this program you will:

- Develop familiarity with the Australian workplace culture;
- Test out your learning in real workplace situations;
- Enhance your interpersonal and communication skills;
- Gain a competitive advantage in the graduate employment market by developing global connections in your chosen profession; and
- Have the opportunity to gain paid employment to support your studies in Australia.

Eligibility

Study abroad internship placements are highly competitive. To be considered for this program you must:

- Be an undergraduate or postgraduate international student;
- Have completed at least 2 years of study towards a degree at a recognized institution. Preference will be given to senior and postgraduate students;
- Have a strong academic background. Achieved higher than a 'Credit' or 'Good' average, or a cumulative GPA of at least 3.2 on a 4.0 scale or a 'B' on the ECTS grading scale;
- Satisfy the English language requirements and
- Successfully complete an interview process after your arrival in Sydney.

The International Office will make every effort to offer internships to all eligible students however placement cannot be guaranteed prior to interview.

For more information about the internship program, visit:

http://www.usyd.edu.au/future_students/study_abroad/internships.shtml

Living Abroad

Educate yourself about your host country. Read the Preparing to Live in Another Culture section of the IAP Study Abroad Handbook. Consult the following resources as well as travel books in the Study Abroad Resource Center (250 Bascom Hall). Remember- it won't be possible to prepare yourself completely. There will be situations you will not have anticipated and your flexibility will determine in great part the kind of experience you will have while abroad.

Sydney

With its magnificent harbor, ocean side beaches, modern skyscrapers, and multi-cultural population, you'll quickly understand why Sydney is such a popular destination for students from around the world. The vibrant life of this city of more than 4 million people means that you'll never be at a loss for things to do.

Much of the life of the city is centered around the water. Sydney Harbour serves as a main transportation artery for ferries, and a recreation venue with sail boats and pleasure craft. The Sydney Opera House and Darling Harbour are just two of the locations where you will find performances and festivals right on the water. Oceanside beaches like Manly, Bondi, and Coogee are popular venues for surfing, swimming, and enjoying a sunny day in Sydney.

While its physical beauty is impressive, the history and diversity of Sydney are equally important contributors to making it such a great place to study. Sydney was Australia's first settlement, and there are plenty of opportunities to explore this history in museums throughout the city as well as simply wandering through some of the residential neighborhoods. These neighborhoods will also provide a vivid picture of the diversity of Sydney. It's not hard to find Italian, Vietnamese, Chinese, Greek, and Lebanese neighborhoods, just to name a few of the diverse cultures which make up Australia today.

If you're interested in exploring beyond the city, commuter trains will put you into the Blue Mountains a rugged wilderness area within easy daytrip distance of Sydney. Ocean beaches north and south of the city are less than an hour away.

Weather. The climate varies considerably across Australia. There is rarely snow in the winter, but it can be windy, damp and dreary in the south during this time. (Continuous below freezing temperatures are rare.) In the northeast during the summer, it is hot, humid and very wet. Australia's seasons are opposite of those in the United States. Summer in Australia is from December to February. Autumn lasts from March to May. Winter is from June to August. Spring spans September through November.

Housing at University of Sydney

Of fundamental importance to your success and well being as a student at the University of Sydney is finding a suitable place to live. The University of Sydney is a commuter campus. Most local students either travel some distance to reach the campus or live with friends/family nearer to the campus. The University only has on-campus housing for approximately 5 percent of the student population, and thus are unable to guarantee permanent on-campus accommodation for international students due to heavy competition for places. Housing assistance is provided, however, to guide students in their search for available and suitable housing off-campus.

International students at the University of Sydney can choose to apply for on-campus housing in one of the residential colleges, or choose to live off-campus in shared housing with other students. Detailed information about on-campus and off-campus accommodation is available on the University of Sydney website at:

<http://www.usyd.edu.au/fstudent/undergrad/life/ssm/live.shtml>

Students interested in on-campus housing will need to submit applications directly to their preferred residential college/s. Residential colleges prefer applicants seeking one year placements from March to December. Most cannot admit students who start mid-year i.e. July. The Sydney University Village (SUV) may be able to make exceptions.

Students who plan to live off-campus should arrive in Sydney at least two weeks prior to the Orientation program to find housing before semester begins. The International Student Support Unit (ISSU) provides an accommodation advising service through the ISSU Housing Officer to assist new students in finding off-campus housing. Students are encouraged to use this service once they have arrived in Sydney.

Students are also invited to use the Temporary Accommodation Service coordinated by the ISSU. This service provides temporary housing upon arrival in Sydney until students find permanent accommodation or are able to move into their on-campus accommodation. Information about costs and the booking requirements for Temporary Accommodation can be found on the ISSU website at

<http://www.usyd.edu.au/stuserv/welfare/issu/predep.shtml>.

Other factors to think about:

Availability: Share houses and rental properties in Sydney are in high demand, particularly close to main campus. While many students want to live within walking distance of University, it's not always possible. The University campuses are well serviced by public transport, so there are plenty of other convenient options. See the transport section (http://www.usyd.edu.au/current_students/accommodation/sydney.shtml#transport) for more information.

Expenses: Living in Sydney can be expensive. If you are on a budget, you'll need to take rent, household expenses, and traveling expenses into consideration. Remember that if you choose to live in a cheaper suburb further from your campus you need to factor in traveling costs. Also talk to potential housemates about how they split utility bills and pay for household expenses.

Cultural Connections: Some areas of Sydney have strong cultural ties. You can search local council areas for more information, see the Local Council Directory: http://www.dlg.nsw.gov.au/dlg/dlghome/dlg_LocalGovDirectory.asp?index=1&mi=2&ml=2

Transportation

The University of Sydney campuses are well serviced by public transport.

Regular buses go directly past the Camperdown and Darlington campuses. The closest train station is Redfern, which is a 7 to 10 minute walk from campus, or Central which is about a 15 minute walk or a short bus ride. Newtown and Macdonaldtown train stations are within a 30 minute walk.

Cumberland campus and Sydney College of the Arts are well served by buses.

The Conservatorium of Music, Dental hospital and the Law Faculty are located in the City and serviced by public transport from all parts of Sydney.

Buses, Trains and Ferries - The following websites provide timetables and trip planners to help you get around Sydney:

- [Transport Infoline trip-planner](#)
- [The public transport information line](#)
- [University of Sydney transport guide](#)
- [Sydney Buses website](#)
- [Sydney Ferries website](#)
- [City Rail website](#)

Light Rail - The Lightrail system which runs between Central station and Lilyfield go to: www.metrolightrail.com.au

Taxis - There are a number of taxi companies in Sydney. These include:
Taxis Combined – 133 300

Legion Cabs – 131 451
Premier Cabs – 131 017

Information about the location of University campuses, including maps and public transport information, is also available from the [University website](#).

Student Life

There are many ways to enjoy music, drama, art and other cultures on the University's campus or with its student clubs and societies. Check out this link for detailed information: http://www.usyd.edu.au/current_students/clubs_activities/index.shtml

Safety

Safety and security on campus is the concern of the Security Service:
<http://www.facilities.usyd.edu.au/security/index.shtml>

- The Security Service operates a [free bus service](#) during semester, Monday to Friday, except public holidays, commencing at 4.45pm outside Fisher Library. The final run leaves Fisher at library closing time. The bus does a loop around campus to include Redfern Station and the Telfer building.
- The [UniSafe](#) program aims to alert students, staff and visitors to personal safety issues and to maximise personal safety within the University of Sydney.
- The Security Service operates a [patrol](#) and [emergency](#) response service. Patrol Officers wear distinctive uniforms to make them readily identifiable.
- The Security Service provides [traffic and parking information](#). Note: Australian road rules apply to the roadways and parking areas within the University of Sydney.
- The [Security Systems](#) section manages lock, key, magnetic card and alarm infrastructure throughout the University.

Health

Immunizations are not required for travel to Australia or to return to the US. The US Department of State recommends, however, that you check your health records to make sure your measles, mumps, rubella, polio, diphtheria, tetanus and pertussis immunizations are up to date. You may want to also consider meningitis inoculations, although they are not mandatory. For further information, visit the Centers for Disease Control and Prevention (CDC) website.

Communication

When making calls, keep in mind time zone differences (www.timeanddate.com/worldclock). To make an international call to the United States, dial the access code for the country from which you are calling plus the United States country code (always "1") followed by the appropriate U.S. area code and local number. To call internationally from the United States, dial "011", the country code, city access code (if necessary) and the phone number. Country and city codes can be found online (www.timeanddate.com/worldclock/dialing.html). Some of above steps can vary if you are using a calling card.

Skype is a free, downloadable software application that allows users to make live video and voice calls over the internet. Skype users can also add money to their account and can then use the service to call land lines and cell phones internationally at very low rates. Additionally, Skype also provides an instant messaging function as well as file sharing.

To create a Skype account, users must download the application from www.skype.com and create a user name and password. Once the application is installed onto their computer, they can search for friends either by first and last name or using their friends' Skype usernames. Once a friend is added to a users contact list, they will be able to see whether that person is available to chat. If two users both have web-enabled video cameras for their computers, they will be able to chat face to face. For users without a web cam, a microphone is all that's required for calls to another computer.

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Travel

Students are responsible for inquiring about all entry requirements for other countries they plan to visit before, during, and after their program. It is important for students to understand that they may be denied entry into, or be deported from, a country for which they have not obtained the required documentation. In addition, make sure to leave your travel itinerary with the on-site contact as well as with a family or friend in the U.S. in case someone needs to get hold of you in a hurry as well as for your own protection.

You are strongly discouraged from traveling to areas both in the country and in the surrounding areas that the U.S. State Department has designated as hazardous or has advised against travel. Make sure to check the U.S. State Department website <http://travel.state.gov/index.html> for Travel Advisories and Consular Information Sheets for any country you are considering traveling to before you make any travel plans. If you do not have access to the Web, check with the U.S. Embassy or Consulate nearest you.

Websites of Interest:

U.S. State Department Students Abroad site:

<http://www.studentsabroad.state.gov/>

UW-Madison International Academic Programs

<http://www.studyabroad.wisc.edu>

U.S. State Department:

<http://travel.state.gov>

U.S. State Department Students Abroad site:

<http://www.studentsabroad.state.gov/>

Center for Disease Control

<http://www.cdc.gov/travel/>

Current exchange rates

<http://www.oanda.com>

Lonely Planet

<http://www.lonelyplanet.com>