

Your offer letter explained



Accepting our Conditional Offer of Admission

Offer letter

1. Meet conditions as outlined in the Offer of Admission, these may be:
 - Certified transcript required: A certified true copy is a photocopy of the original document that bears the signature and official stamp of a recognised authority, such as a police officer, Justice of the Peace, Commissioner of Oaths, barrister / solicitor, school principal or an appointed agent of Flinders University. The signature and stamp indicate that the recognised authority has sighted the original documents. Photocopies or facsimiles of certified true copies will not be accepted, except where they are sent through an authorised agent of the University.
 - English language proficiency required: You must provide evidence of meeting the University's English language requirements. The University's English language requirements are listed at <http://www.flinders.edu.au/international-students/study-at-flinders/entry--and-english-requirements/english-language-requirements.cfm>
 - Completion of program required: A certified true copy of evidence of completion from your previous and/or current institution is required. A Grade Point Average (GPA) may also be required as part of this completion.
2. Return the completed Acceptance form and Streamlined Visa Processing (SVP) Checklist/Declaration: Once the SVP checklist and declaration has been reviewed and conditions have been met you will be sent information on how to make the first payment.
3. Payment (including Deposit where required): You will be sent an email to activate your Flinders Authentication Number (FAN), once you have completed this process you can make an online payment.
4. Confirmation of enrolment (CoE): Once the payment has cleared your CoE will be emailed to you so that you can commence your visa application.
5. Visa: Apply for your student visa through the Department of Immigration and Border Protection at <http://www.immi.gov.au/Pages/Welcome.aspx>
6. International Student Services Unit (ISSU): Contact the (ISSU) regarding your arrival and registration in orientation activities and enrolment information.
7. Accommodation: Information on accommodation with Flinders Living and/or living in Adelaide is available at <http://www.flinders.edu.au/living/>
8. Arrive: You are encouraged to arrive at least two weeks before the start date of your course so that you can get settled and organised for the start of classes and attend orientation sessions.

Your offer letter explained



Accepting your unconditional offer of Admission

Offer letter

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Understanding your Offer of Admission

This Offer of Admission is a result of your successful application for admission to an undergraduate or postgraduate course at Flinders University.

The following terminology will be used:

Student Number

This number should be quoted in all correspondence.

Program of Study

The program is the course for which you have been assessed as eligible for admission.

Conditions

This confirms whether any conditions need to be met for the Offer to be valid. If "Nil" is marked in this row, then the Offer is Unconditional.

Your offer letter explained



Conditional Offer

If 'yes' is marked in this row, then it will be necessary for you to meet the conditions before you are able to confirm your place at Flinders University.

Should you be unsure of any conditions contained in the Offer of Admission, please contact the International Centre.

Certified True Copy

Your Offer may be conditional on providing original certified true copies of particular documents in both original language and as an English translation. It is recommended that you provide certified true copies of documentation rather than original documents, as all documents submitted to the International Centre cannot be returned to you.

A certified true copy is a photocopy of the original document that bears the signature and official stamp of a recognised authority, such as a police officer, Justice of the Peace, Commissioner of Oaths, barrister / solicitor, school principal or an appointed agent of Flinders University. The signature and stamp indicate that the recognised authority has sighted the original documents. Photocopies or facsimiles of certified true copies will not be accepted, except where they are sent through an authorised agent of the University.

Field of Study (applicable to research offers)

This describes the general field of study you will be undertaking.

Program of Study

This will indicate the total number of units within the program of study you will be undertaking, as well as indicating whether the program is by coursework or by research.

Supervisor/Course Coordinator/Director of Studies (applicable to postgraduate offers)

This is the name of your direct supervisor during the course of your program of study at Flinders.

Start Date

This is the commencement date for teaching in your course unless otherwise specified. You must arrive and commence your course by this date unless prior written approval is obtained from your course coordinator/ supervisor.

Students arriving after this date without prior written approval will not be permitted to enrol. Some courses may commence earlier or later and this will be clearly noted in the offer. You should arrive in Adelaide at least two weeks before this date. Orientation week commences one to two weeks before the start date.

Period of Candidature

This is the normal duration of the course when studied on a full-time basis. If you have been granted advanced standing / credit on the basis of previous studies, the normal course duration will be stated as well as the duration including the advanced standing / credit you have been granted.

For students enrolled at any Australian university, attendance is not monitored. However the University is required to monitor the workload of international students, in accordance with documented policies and procedures to ensure that they complete the course within the expected course duration, as registered on the Commonwealth Register of International Courses for Overseas Students (CRICOS) and as identified by the length of their student visa.

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Government legislation no longer stipulates a full-time study load however international students must be aware that unless there are compassionate or compelling circumstances that prohibit them from studying full-time (ie 18 units) in each semester they are not guaranteed an extension to their student visa if they do not complete within the CRICOS registered timeframe. An approximate definition of full-time is 20 contact hours per week. Students will be eligible to undertake no more than 25% of their course by distance or online learning. The University will not be allowed to enrol a student exclusively in distance or online topics in anyone study period (semester).

End Date

This is the expected date you should complete your studies. This date is when your enrolment in the course will end and will include your final exams.

Tuition Fee

The tuition fee reflects the amount payable for each semester of study for the full duration of the program of study in your Offer of Admission. The quoted fee is a base fee that will be subject to an annual increase that is at least the rate of inflation, but no more than 9%, for each of the subsequent years of the program. The University's Student Services and Amenities fee for international students is included in the tuition fee.

The tuition fee does not include the cost of books, materials, equipment or field trips.

Credit Transfer

Where credit transfer arrangements are already in place for your previous qualification the amount of credit transfer will be clearly stated in the offer of admission.

Where credit transfer arrangements are not in place the relevant Faculty will need to assess your previous qualifications. An application for credit may be undertaken either before or after your arrival in Australia. To have your qualifications assessed for credit, it will be necessary to submit academic transcripts and individual topic descriptions. If the qualification is complete you should also provide evidence of this completion.

You will be required to apply for credit with the relevant faculty at the time of enrolment.

You will be responsible for informing the Department of Immigration and Border Protection if there are any changes to the duration of your course after credit is granted.

Fees

Your initial payment is an advance of the first semester's tuition fees and is due when you accept your offer. The first semester fee is based on the course fee for your commencing year. After your initial payment, remaining instalments are calculated on the basis of your workload and topic selection in each semester. Tuition fees are payable each semester in advance.

Once you have started your course, should you transfer to another degree program, your tuition fees will be charged at the rate set at the time of transfer, unless enrolled in a nested postgraduate program for which you have previously applied and received a conditional offer of admission.

Your offer letter explained



Where tuition fees for the year of commencement have not yet been determined, they will be subject to change pending their approval.

A complete copy of the University's Policy on Payment and Refund of Tuition Fees is available at <http://www.flinders.edu.au/ppmanual/student/international-students.cfm>

Overseas Student Health Cover

International students are required by the Australian Government to take out Overseas Student Health Cover (OSHC) for the duration of their student visa. Australian Government regulations require that the OSHC is paid before the Confirmation of Enrolment (CoE) document is issued. This payment has been included in the offer of admission.

Cover is available for singles or for families. If your spouse or children are accompanying you, you must pay dual or multi cover. If you already have health cover with one of the registered health cover providers permitted by the Department of Immigration and Border Protection, you must provide proof of visa. Students from Sweden and Norway are covered by their own country's insurance scheme and do not require OSHC. These students will be reimbursed for health care expenses once they return to their home country.

For further information, refer to <http://www.flinders.edu.au/international-students/services/health-cover/health-cover.cfm>

Packaging Visas

The Australian Government allows the packaging of visas for students who are undertaking up to nine different courses offered by the same or a partner institution. An example of this includes:

Applicants who will be completing preliminary English language training with a recognised English language provider prior to commencement of a formal study program at the University or;

A separate Confirmation of Enrolment will be issued for each program of study.

Obtaining a student visa

On receipt of your Confirmation of Enrolment, you may commence your application for a student visa.

If you reside outside Australia, applications for student visas are made at the nearest relevant Australian Embassy, High Commission or other representative office in your home country.

Details of overseas offices are available at the following website: <http://www.dfat.gov.au/missions/>

Flinders University recommends you visit the DIBP website for comprehensive information about applying for a student visa. There are different requirements for students from different countries and you can find the most up to date information at <http://www.immi.gov.au/Study/Pages/Study.aspx>

Students are responsible for obtaining a visa that permits them to study in Australia and ensuring it is current for the duration of their course.

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Students who already have a student visa and are living in Australia will have to renew their student visa at the Department of Immigration and Border Protection (DIBP). To renew your visa, you will have to take your CoE to the Australian Embassy, Australian High Commission or to your nearest DIBP office. Please note that you will need to advise DIBP of any changes to your course or the institution at which you are studying. Please ensure that you renew your visa before your existing visa expires.

Should you gain permanent residency (PR) during your course, you cannot remain enrolled as an international student. In some cases you may have to re-apply for admission to the University as an Australian student. Please contact the Admissions Office for details, email: admissions@flinders.edu.au

Accommodation

Flinders University is the only university in South Australia to provide student accommodation on the main campus. To find out more visit; <http://www.flinders.edu.au/living/>

Pre departure Information

Preparing for overseas study requires plenty of planning. If this is your first time to study overseas, you may have a lot of questions on your mind – for example – how much money to bring, what to pack, Australian customs and quarantine laws, and many more. Download our International Student Handbook to help you prepare for studying at Flinders;
<http://www.flinders.edu.au/international-students/services/international-student-handbook/>

Flinders University Policies

The full version of Flinders University student related policies and procedures for international students is available at; <http://www.flinders.edu.au/ppmanual/student/international-students.cfm>