

NORTH RYDE CAMPUS

CRICOS provider number 00002J

postal enquiries

Coursework Studies Section – Postgraduate
Lincoln Building (C8A)
Macquarie University
NSW 2109

tel: (02) 9850 6410
fax: (02) 9850 7249
email: coursework@mq.edu.au
website: www.postgrad.mq.edu.au

in person

Student Enquiry Service
Level 1, Lincoln Building (C8A)
Balaclava Road
North Ryde NSW

Ranked among the world's top 200 universities, Macquarie University is renowned for its international outlook, pioneering research, strong industry links and exceptional graduate outcomes.

Located on 126 hectares of parkland strategically positioned in the high-technology corridor of Sydney's north-west, the University provides an environment that encourages an active academic and social life. The North Ryde campus is adjacent to the modern Macquarie Shopping Centre, which has regular bus services operating to and from the city and other suburban locations, as well as a train station on the campus itself.

The University has an enviable reputation as one of Australia's premier higher-education teaching and research institutions. Macquarie offers outstanding opportunities for postgraduate study by way of a wide range of postgraduate programs and world-class research centres. The Macquarie University Research Park, its on-campus technology precinct, provides opportunities for many Macquarie students to participate in research projects with companies located there.

ADMISSION REQUIREMENTS

The basic admission qualification for postgraduate courses is completion of a recognised Bachelor degree. Admission is competitive and applicants will be considered on academic merit and any other criteria as specified by the Faculty. Details of admission qualifications and any additional requirements such as work experience, supplementary forms or interviews are listed on the UAC's postgraduate website at www.uac.edu.au/postgraduate and the *Macquarie University Postgraduate Coursework* booklets available at www.mq.edu.au/publications/pgrad_courses.htm

In exceptional cases, an applicant may be admitted as a candidate for a specific course if the applicant submits other evidence of academic and/or professional attainments and the admission is approved by the Faculty for the course in which the applicant seeks to enrol.

Overseas qualifications and English proficiency

If you have undertaken studies in an overseas country you may have to provide proof of English proficiency. Refer to the English Language Proficiency table at www.uac.edu.au/postgraduate/faq/elp.shtml for information about tests and qualifications accepted by the University as proof of proficiency in English.

SPECIAL/ADDITIONAL REQUIREMENTS

You may have to submit additional material as part of your application process; this will depend on the course/s for which you are applying.

Check the UAC's postgraduate website at www.uac.edu.au/postgraduate/course-search/ to see whether special requirements apply.

Where do you submit your additional material?

Check the individual course descriptions at www.uac.edu.au/postgraduate/course-search/ for details.

When do you have to submit your additional material?

Submit your material by the date specified in the relevant course description at www.uac.edu.au/postgraduate/course-search/

TYPES OF PROGRAMS AVAILABLE

Macquarie University offers a wide range of coursework programs at postgraduate level – Masters, Postgraduate diplomas and Postgraduate certificates.

A number of these courses are offered through UAC. Visit UAC's postgraduate website at www.uac.edu.au/postgraduate/course-search/ for details. Other postgraduate coursework programs are available through direct application to Macquarie University. Read 'Direct applications' over for more information.

IMPORTANT DATES

Application closing dates

For application closing dates, including final closing dates for each course, visit UAC's postgraduate website at www.uac.edu.au/postgraduate/course-search/

Some courses have early closing dates. Applications will not be accepted after the closing date.

Enrolment/intake dates

| | |
|-----------------------|---------------------------------|
| Enrolment date | to be determined |
| Intake 2 (Semester 1) | Mon 27 February–Mon 2 July 2012 |
| Intake 5 (Semester 2) | Mon 30 July–Mon 3 December 2012 |

ENROLMENT

Acceptance of offer

Applicants who have been offered a place in 2012 will be required to enrol online. Successful applicants will be provided with a weblink to accept their offer and enrol.

Academic credit

To apply for academic credit complete the Postgraduate Request for Credit form (available from www.postgrad.mq.edu.au/forms.html) and attach a certified copy of your academic transcript and unit outlines. Then either post the form to the Coursework Studies Section – PG or deliver the form in person to the Student Enquiry Service (addresses listed above).

Candidates who have completed an award at postgraduate level at Macquarie University or another tertiary institution may receive credit up to one-quarter of the total credit points for the course. Those who have completed one or more units successfully at postgraduate level in another tertiary institution where the units do not form part of a complete course may receive credit of up to one-half of the total credit points for the course.

Credit cannot be granted for units completed elsewhere unless they correspond to units in the Macquarie study pattern (program).

Credit for previous studies is only granted if the studies have been completed within the previous 10 years. Undergraduate units, professional qualifications and work experience do not attract credit.

Where Macquarie University offers a set of articulated coursework awards (degree/diploma/certificate), candidates who are enrolled in and who have completed requirements for one of the lesser courses in the set may have that award conferred and also receive full credit towards the higher award for relevant studies completed. If the lesser awards lead to several higher awards, the credit from the lesser awards in the pathway can only be used once.

Deferment of offer

Deferments are not permitted in postgraduate coursework programs. You must re-apply at the appropriate time and be considered along with all other new applicants.

If you applied for Intake 2 (February) but wish to commence in Intake 5 (August) you can submit a change of preference in April/May via UAC's website using Intake 5 course codes.

FEES AND CHARGES

Postgraduate coursework programs are either fee-paying programs or they have Commonwealth-supported places for which the Australian Government makes a contribution to the University towards the cost of a student's education.

Where it has been stated that a program has Commonwealth-supported places (CSP), it is expected that, based on current enrolment numbers, all new students in that program will be given a CSP. If it is necessary to limit numbers, the CSP will be awarded on academic merit. The availability of Commonwealth-supported places may change from year to year and the University reserves the right to vary, without notice, any information relating to fees applicable to enrolment in any course or unit of study.

Tuition fees

Tuition fees are calculated on a per credit point basis. Students are charged on the basis of the number of postgraduate credit points attempted and not for the number successfully completed. Tuition fees are calculated each half year on the basis of the student load for that half year. Refer to www.courses.mq.edu.au/public/list/2012/Postgraduate for fee estimates.

FINANCIAL ASSISTANCE

Macquarie Higher Study Scholarships are designed to enable recipients to continue their studies to an honours level or postgraduate coursework program. All successful students will be able to demonstrate financial hardship. Students can supplement their application by providing details regarding the following areas:

- capacity to triumph over hardship
- Indigenous background
- carer responsibilities
- geographic disadvantage
- non-English speaking background
- long-term medical condition or
- ongoing effects of abuse.

Academic merit will also be considered.

Application forms and details about this and other scholarships can be found at www.mq.edu.au/scholarships or call the Coursework Scholarships and Prizes Unit on (02) 9850 7337.

DIRECT APPLICATIONS

Not all of the University's postgraduate coursework programs are offered through UAC. Those available through UAC are as listed on UAC's postgraduate website at www.uac.edu.au/postgraduate. All other postgraduate coursework programs and all postgraduate research programs are available through direct application to the University.

For a list of postgraduate coursework programs available for 2012 visit www.postgrad.mq.edu.au/pdfs/CWK_SCHED.pdf

For further information about all postgraduate courses offered by Macquarie University visit www.mq.edu.au/future-students.php

For application information about specific programs available by direct application to Macquarie University contact the relevant area as listed below:

- Linguistics, Psychology, Education, Statistics, Information and Communication Sciences, Advanced Medicine, Research Methods: Student Enquiry Service on www.student.mq.edu.au/cgi-bin/ses/support/enquiry.cgi
- All Business and Economics postgraduate courses: Business and Economics Graduate Centre (02) 9850 1060
- Macquarie Graduate School of Management (MGSM): (02) 9850 9017
- Policing, Intelligence and Counter Terrorism: (02) 9850 1420
- Applied Finance: (02) 9223 6231

It is important that you distinguish between those courses for which you must apply through UAC and those for which you must apply directly to Macquarie University.

PREVIOUS MACQUARIE UNIVERSITY STUDENTS

If you are a previous Macquarie University student returning to the SAME program you must apply directly to the University. Re-admission application information is available from the Student Enquiry Service. You can download an application form from www.postgrad.mq.edu.au/pdfs/PMQ_APPnSCHED.pdf

INTERNATIONAL FEE-PAYING STUDENTS

International fee-paying students must apply directly to the University. For further information call +61 2 9850 7346, email iso@io.mq.edu.au or visit the Macquarie International website at www.international.mq.edu.au/

International applicants should also contact the Australian diplomatic post in their own country to ascertain procedures for obtaining an appropriate visa.

ACCOMMODATION

Accommodation for students is available on campus at two private colleges: Dunmore Lang College and Robert Menzies College. For further information about facilities, fees and application forms for residence, call Dunmore Lang College on (02) 9856 1000, or Robert Menzies College on (02) 9936 6000.

Accommodation is also provided at the Macquarie University Village, which is administered by Campus Living Villages. Application forms and information can be obtained from www.macquarieuv.com.au/ or call (02) 9812 6000.

The Accommodation Services Office helps students find accommodation off campus. For further information call (02) 9850 7376.

STUDENT AND CAMPUS SERVICES

Childcare

Three childcare facilities are available on campus:

- Gumnut Cottage: 90-place centre – children aged six weeks to five years, call (02) 9850 7740
- Banksia Cottage: 90-place centre – children aged six weeks to five years, call (02) 9850 7781
- Mia Mia provides care for children aged six weeks to five years, call (02) 9850 9880.

Counselling

Counsellors are available to assist all students with problems that may interfere with their study. These may involve adjustment to university life, personal difficulties, study skills such as reading, learning and remembering, organisation and motivation, or stress facing examinations.

Health services

Medical practitioners offer a private general practice to the University community with provision for bulk-billing through Medicare.

Library services

Macquarie University offers a new state-of-the-art library which contains a large collection of printed and audiovisual materials that can be accessed through the online catalogue at www.lib.mq.edu.au (on this web page you can also click on 'IT Help' for IT support and assistance).

Student organisations

Campus Experience is the University's student services organisation, providing a variety of food outlets, catering services, entertainment, recreational facilities and other services. Banks, shops and other facilities are also located in the Campus Experience Building. For details visit the Campus Experience website at www.campuslife.mq.edu.au/

Student Enquiry Service

The Student Enquiry Service is the first point of contact between the University and all students. The Student Enquiry Service provides advice to enrolled and prospective local students on all matters affecting their application, enrolment, program and progress, and any administrative issues that may arise during the course of their studies. For further information on the Student Enquiry Service visit www.student.mq.edu.au/ses/

Students with disabilities/health conditions

Macquarie University has a long standing commitment to encouraging people with disabilities/health conditions to undertake tertiary studies. The Disability Support Unit (DSU) provides support and assistance to students with a disability/health condition in aiming to ensure that they do not experience disadvantage in reaching their academic potential. Service provision is determined on a case-by-case basis following an assessment of a student's needs and the provision of supporting documentation. Service provision is also dependent on the availability of resources.

Students wishing to request support services from the DSU (including those prospective students who have completed the questionnaire for UAC applicants with disabilities) should make an appointment to see a Disability Adviser immediately after enrolling at Macquarie University.

Disability Support Unit

Level 2, Lincoln Building (C8A),
Macquarie University,
Balaclava Road, North Ryde

tel: (02) 9850 6494
TTY: (02) 9850 6493
email: disability@mq.edu.au

website: www.campuslife.mq.edu.au/campus-wellbeing/disability-support-unit

Transport

An underground train line links the University with the North Shore line via Chatswood, and with western Sydney services via Epping. Bus services operated by State Transit and private companies connect the University with Blacktown, the Hills districts, Parramatta, Ryde/Gladesville, the North Shore, the Northern Beaches and the city. Ample parking is also available on campus.

Welfare Service

The Welfare Service at Macquarie University provides students with information, support, advocacy and referral on a range of welfare-related issues such as finance, tenancy, the law and health.

Level 2, Lincoln Building (C8A),
Macquarie University,
Balaclava Road, North Ryde

tel: (02) 9850 6496/7497
TTY: (02) 9850 7750
email: welfare@mq.edu.au

website: www.campuslife.mq.edu.au/campus-wellbeing/welfare-service

FURTHER INFORMATION

For information about the full range of postgraduate courses offered by Macquarie University (including detailed course information, availability and entry requirements) visit our website at http://mq.edu.au/future_students/postgraduate/