

CANBERRA CAMPUS

postal enquiries

Registrar
University of Canberra
ACT 2601

tel: 1800 UNI CAN
fax: (02) 6201 5045
email: study@canberra.edu.au
website: www.canberra.edu.au
(see also separate Table of courses booklet – Faculty links for course-specific information)

in person

University of Canberra
Student Centre (UCSC)
Level B, Building 1, Kirinari Street
Bruce ACT

The University of Canberra is located in Australia's national capital. The University provides professionally-based undergraduate, postgraduate and research degrees. We engage in applied research to support government, business and the professions regionally, nationally and internationally.

The University prides itself on being a truly internationalised campus and we value our diverse and friendly community.

The University is a single-campus institution set on almost 120ha of picturesque native bushland with easy access to the full range of facilities and services within the University, the local community, and the national capital region.

The campus has modern facilities, including a newly-completed allied health complex. Our relatively small size means we can be truly student-centred, providing personal and individual attention with smaller classes. We have a strong sense of community among students and staff, with our students saying they are 'not just another number in the system'. Here, staff and students know each other by name.

The University of Canberra:

- has a diverse community of 1 000 staff and 10 000 students, including 1 600 international students from over 80 countries
- provides 1 332 on-campus residential places
- sits on 120ha of land near the Belconnen Town Centre
- has on-site medical centre, gym, library, bars and cafés, bank, bookshop, post office, childcare and preschool, and a full range of other services and facilities
- is located near the Australian Institute of Sport, Fernhill Technology Park, Calvary Hospital and is just 10 minutes from Canberra's CBD
- celebrated 41 years since its foundation in 1968.

ADMISSION REQUIREMENTS

For admission to a postgraduate coursework program you would normally be expected to have a Bachelor degree or three-year diploma from a recognised tertiary institution in an appropriate discipline. You may also need relevant professional work experience.

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 experience.

Course entry requirements vary for individual courses.

You can obtain information about the entry requirements for each course by calling the Student Centre on 1300 301 727 or visiting our website at www.canberra.edu.au/courses/.

Overseas qualifications and English proficiency

If you hold overseas qualifications from countries where English is not the standard language of instruction, you must provide evidence of English language proficiency. Refer to the English language proficiency table in this booklet for information about tests and qualifications accepted by the University as proof of proficiency in English.

SPECIAL REQUIREMENTS

You may have to submit additional material as part of your application process, depending on which course/s you apply for.

Check the separate Table of courses booklet or on UAC's postgraduate website at www.uac.edu.au/postgraduate/ to see whether special requirements apply, then carefully read Table A on page 41 details.

Where do you submit your additional material?

You must send or deliver your additional material directly to the Admissions Office, University of Canberra ACT 2601.

When do you have to submit your additional material?

As specified in Table A on page 41.

TYPES OF PROGRAMS AVAILABLE

The University of Canberra offers a wide range of coursework programs at postgraduate level through UAC – Masters, Postgraduate Diplomas and Postgraduate Certificates.

Postgraduate research, flexible delivery and offshore programs and honours coursework programs are available through direct application to the University of Canberra.

There are limited postgraduate courses available as Commonwealth-supported places (CSP).

IMPORTANT DATES

Application closing dates

Refer to the separate Table of courses booklet for main closing dates. For updated closing date information, including final closing dates, visit UAC's postgraduate website at www.uac.edu.au/postgraduate/.

Some courses have early closing dates; check carefully to ensure that your application will be received in time to be considered.

Enrolment/Intake dates

Enrolment dates will be advised in the enrolment pack if you are successful. They can also be viewed in the enrolment guide at www.canberra.edu.au/student-services/re-enrolment/.

Orientation Week:	1–5 February 2010
Intake 2 (Semester 1):	February 2010
Intake 5 (Semester 2):	August 2010

ENROLMENT

Acceptance of offer

If you are offered a place in a postgraduate program you will receive an offer notification from UAC. Offers are made progressively as decisions are provided by the relevant Faculties. You should accept or decline your offer by visiting www.canberra.edu.au/uc/security/course_offer.html.

Advanced standing/academic credit

If you have already successfully undertaken relevant study at another higher education institution you may be granted credit on enrolment in a program. You need to submit your Application for Credit form, with **correctly verified** copies of appropriate documentation such as academic transcripts and course content descriptions to the student affairs office of your division. For course advice you will need to speak to the relevant course convenor.

Deferment

Deferment of postgraduate offers is not normally available. If you have exceptional circumstances and wish to have your request for a deferral considered contact the Admissions Office on 1300 301 727.

FEES AND CHARGES

Postgraduate coursework students are required to pay a fee set by the University for tuition for each course within the program.

Tuition fees can be paid up-front to the University. Refer to the separate Table of courses booklet for an estimate of the total program fees. This fee is indicative only and varies depending on course selection within the program.

FINANCIAL ASSISTANCE

Read section 11 on page 6 of this booklet for information on financial assistance from the Australian Government available for postgraduate students.

Loans

Limited financial assistance is available to students in financial need. Call the Student Financial Assistance Officer for advice on (02) 6201 2135.

Scholarships

Currently there are no scholarships available from the University of Canberra for postgraduate students. Visit our scholarships website to keep informed of any changes to this situation at www.canberra.edu.au/student-services/scholarships/.

DIRECT APPLICATIONS

The majority of the University of Canberra postgraduate coursework courses are now offered through UAC, however, some courses, including postgraduate research programs and Bachelor Honours programs, are still processed via direct application to the University.

Therefore, it is important that you distinguish between those courses for which you must apply through UAC (as listed in the separate Table of courses booklet) and those courses for which you must apply directly to the University of Canberra (listed courses at www.canberra.edu.au/courses/).

INTERNATIONAL FEE-PAYING STUDENTS

International fee-paying students must apply directly to the University.

For further information contact the Admissions Office, call +61 2 6201 5342, fax +61 2 6201 5040, email international@canberra.edu.au or visit www.canberra.edu.au/study/studying/international/.

STUDENT SERVICES AND FACILITIES

The University offers the following student services and facilities:

- **Accommodation**
The University offers on-campus accommodation and provides a range of other accommodation options. Visit www.canberra.edu.au/residences/ for relevant information or contact residential services: email info@canberraUV.edu.au, call (02) 6206 3500 or fax (02) 6206 3504.
Do not wait until an offer of a place is made to apply for accommodation.
- **Careers and appointments**
- **Chaplaincy**

- **Childcare**
Kirinari Early Childhood Centre and Wiradjuri Pre-school Centre.
- **Counselling services**
- **Exchange programs**
- **Health services**
- **Library/Computing facilities**
The Computer Centre has PC and Macintosh laboratories, and multimedia workstations with access to scanners and colour printers.
- **Learning assistance**
The Academic Skills Program provides assistance in language and study skills for all students, including those from non-English speaking backgrounds. Workshops are held throughout the year and individual consultations are also offered.
Ngunnawal Centre for Aboriginal and Torres Strait Islander Education provides academic and social support programs across all divisions. For information call (02) 6201 2998.
- **Orientation program**
- **Publications**
- **Sports and recreation facilities**
- **Student organisations**
- **Students with disabilities**
If you have a disability or a medical condition that may affect your studies, seek advice from the Disabilities Liaison Officer on (02) 6201 2205 before submitting your application.
- **Transport**
A public bus service operates from all suburbs.
- **Union**
UC Union (UCU) sponsors a wide range of recreational and sporting clubs and societies and arranges a variety of entertainment.

FURTHER INFORMATION

Further information about programs, facilities and appropriate contacts can be obtained by visiting the University's website at www.canberra.edu.au

TABLE A: ADDITIONAL APPLICATION REQUIREMENTS FOR THE UNIVERSITY OF CANBERRA

Many courses have additional requirements for entry. These requirements are listed under the course details in the University's handbook. Be sure to confirm these requirements before completing your application. Visit www.canberra.edu.au/courses/.

The courses listed below require interviews and/or additional material to be forwarded directly to the University as part of your application. Quote your UAC application number on all correspondence.

All supplementary application forms and referee report forms are available on our website www.canberra.edu.au/student-services/forms/ or from the Student Centre at the University.

Faculty and course	Additional requirements
FACULTY OF HEALTH	
Master of Clinical Psychology	Applicants must complete Applicants' referee reports and send them to the Admissions Office at the University of Canberra at the same time as they submit their application to UAC. Applicants will need to be interviewed before offers can be made into this course.
Masters in Nutrition and Dietetics Graduate Diploma in Nutrition and Dietetics	Applicants must complete a supplementary application form, including referee reports, and send it to the Admissions Office at the University of Canberra at the same time as they submit their application to UAC.
FACULTY OF DESIGN & CREATIVE PRACTICE	
Graduate Diploma in Professional Writing	Applicants must submit a portfolio of 2-3 pieces of their writing (designed to demonstrate their ability as a writer) to the Admissions Office at the University of Canberra at the same time as applicants submit their application to UAC. Quote your UAC application number on all correspondence.
FACULTY OF EDUCATION	
Master of Arts in Counselling Graduate Diploma in Community Counselling Graduate Certificate in Community Counselling	Applicants must supply their CV to the Admissions Office at the University of Canberra at the same time as they submit their application to UAC. Applicants will need to be interviewed before offers can be made to these courses. Quote your UAC application number on all correspondence.