



**MONASH**  
College



# WELCOME TO MONASH COLLEGE

Everything you need to prepare for  
Enrolment and Orientation week

DIPLOMA OF  
ENGINEERING  
(IT)

# DIPLOMAS' ENROLMENT AND ORIENTATION WEEK SCHEDULE



## DIPLOMA OF ENGINEERING (IT STREAM) PART 1 & 2 – ALL COMPULSORY!

PLEASE BRING:



Your passport or  
Monash Student  
ID card

+



Your laptop/tablets

+



Your offer  
letter

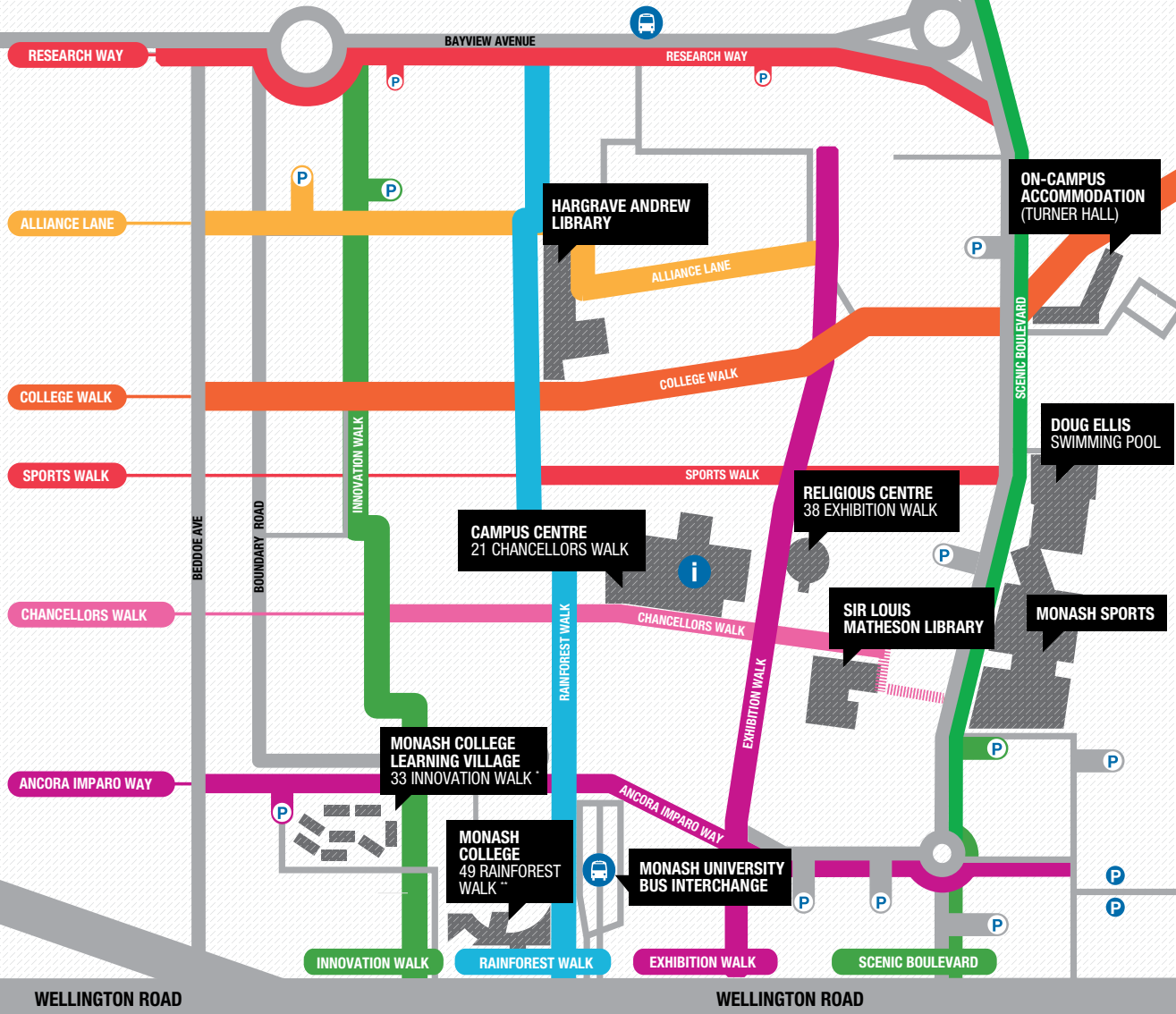
### DAY ONE MONDAY 17 JUNE 2019 (COMPULSORY)

TIME	ACTIVITY	PLACE
9:00AM – 9:30AM	<b>REGISTRATION</b> Let us know you're here	Room J101 Monash College Learning Village 33 Innovation Walk Clayton Campus
9:30AM – 11:00AM	<b>ACADEMIC ORIENTATION SESSION</b> Opportunity to find out more about your Diploma course and units; Meet your Director, Team Leader and Student Services Team; Meet your Faculty	
11:00AM – 12:00PM	<b>STUDENT ADMINISTRATION HELP DESK</b> We're here to assist you with enrolment related queries	Room G101 Monash College Learning Village 33 Innovation Walk Clayton Campus
11:30AM – 12:30PM	<b>LUNCH</b> Have lunch while getting to know your new friends	Room J101 Monash College Learning Village 33 Innovation Walk Clayton Campus
12:30PM – 1:00PM	<b>CAMPUS TOUR (OPTIONAL)</b>	Meet up in Room J101, Monash College Learning Village 33 Innovation Walk Clayton Campus

### DAY TWO TUESDAY 18 JUNE 2019 (COMPULSORY)

TIME	ACTIVITY	PLACE
9:15AM – 10:00AM	<b>BREAKFAST WITH DIPLOMAS</b> Come and get your free Breakfast and meet your Diploma teachers and Student Services team	Blue Lawn Monash College Learning Village 33 Innovation Walk Clayton Campus
10:15AM – 11:15AM	<b>ABOUT YOUR DIPLOMA</b> Learn about your new Diploma, and how to succeed	Room G101 (Part 1 students) and Room J101 (Part 2 students) Monash College Learning Village 33 Innovation Walk Clayton Campus
11:15AM – 12:15PM	<b>PREPARE FOR YOUR MONASH COLLEGE DIPLOMA JOURNEY</b> Learn about what to expect during your time here	Room G101 (Part 1 students) and Room J101 (Part 2 students) Monash College Learning Village 33 Innovation Walk Clayton Campus
12:30PM – 2:00PM	<b>THE 'MY INFORMATION' STUDENT FAIR</b> This is a great way to find out about your support services at Monash College as well as services that will help you adjust to life in Melbourne. This is a great opportunity to make new friends and join a social club. Lunch is provided! as well as fairy floss, bubble tea, popcorn, balloons and games etc ... So come and join the fun!	Monash College Learning Village, 33 Innovation Walk Clayton Campus
2:00PM – 2:45PM	<b>UNDER 18 STUDENTS ONLY</b> If you are under 18 years old, you must attend this session.	Room J101, Monash College Learning Village 33 Innovation Walk Clayton Campus
2:30PM – 4:00PM	<b>STUDENT ADMINISTRATION HELP DESK</b> We're here to assist you with enrolment related queries	Room GG01, Monash College Learning Village 33 Innovation Walk Clayton Campus

# explore clayton



**\*MONASH COLLEGE LEARNING VILLAGE**  
33 INNOVATION WALK  
- Careers Adviser Drop In (Room CG07)  
- Learning Consultant Drop In (Room CG09)  
- Silent study area (Room A101)

**\*\* MONASH COLLEGE** - 49 RAINFOREST WALK  
- Student admin queries  
- Counselling room  
- Common room to socialise  
- Study spaces  
- Library and Learning Centre (for computers and study resources)



## GETTING TO KNOW MELBOURNE

### Public transport

It is important to be vigilant when travelling around Melbourne. Here are some tips to help you when travelling around Melbourne on public transport:

- Purchase the full-fare myki card.\*
- Always have credit on your myki card to avoid a fine.
- Always tap-on at the start of your trip and tap-off at the end.
- Trams are free in the Melbourne central business district.

For timetable information visit: [ptv.vic.gov.au](http://ptv.vic.gov.au)

\*If you are Under 18, you may be eligible for a Children card, valid until you turn 19.

### What's on in Melbourne

Melbourne has events happening throughout the year. Explore the city and truly immerse yourself in what the world's most liveable city has to offer!

Here are a few helpful sites to find out what's on in Melbourne:  
[melbourne.vic.gov.au](http://melbourne.vic.gov.au) [theurbanlist.com/melbourne](http://theurbanlist.com/melbourne)

JULY	AUGUST	SEPTEMBER
<ul style="list-style-type: none"> <li>▶ RUN MELBOURNE</li> <li>▶ OPEN HOUSE MELBOURNE</li> </ul>	<ul style="list-style-type: none"> <li>▶ MELBOURNE INTERNATIONAL FILM FESTIVAL</li> <li>▶ WHITE NIGHT MELBOURNE</li> <li>▶ MELBOURNE WRITERS FESTIVAL</li> <li>▶ MELBOURNE HOME SHOW</li> <li>▶ NATIONAL 4x4 &amp; OUTDOORS SHOW AND FISHING &amp; BOATING EXPO</li> <li>▶ MELBOURNE DAY</li> </ul>	<ul style="list-style-type: none"> <li>▶ MELBOURNE FASHION WEEK</li> <li>▶ ROYAL MELBOURNE SHOW</li> <li>▶ MELBOURNE FRINGE FESTIVAL</li> <li>▶ AFL GRAND FINAL</li> </ul>

# MAKE NEW FRIENDS AND EXPERIENCE MELBOURNE!

## DAY TRIPS AND ACTIVITIES



### PHILLIP ISLAND

Saturday 29th June



### PENINSULA HOT SPRINGS & CAPE SCHANCK

Saturday 27th July



### CUCKOO RESTAURANT & DANDENONG RANGES

Saturday 31 August



### PENINSULA HOT SPRINGS & LOCAL SIGHTSEEING

Saturday 14 September

We have a variety of trips and activities that focus on sight seeing, outdoor recreation, sporting events and relaxation!

To find out more about activities you can get involved in, visit:

[www.monashcollege.edu.au/recreation-program](http://www.monashcollege.edu.au/recreation-program)

# MAKE THE MOST OF EVERY OPPORTUNITY

## ACCESS A RANGE OF SERVICES WHILE YOU STUDY AT MONASH COLLEGE!

### Student Engagement Drop-In

Taking place Mondays and Wednesdays 12:15-1:15pm in the Library and Learning Centre. You can get help and advice with various issues such as health, safety, recreation, transportation and personal issues.

Email [engagement@monashcollege.edu.au](mailto:engagement@monashcollege.edu.au)

### Learning Consultant Drop-In

If you need study advice or are having any problems in class, you can see a learning consultant. Just check the schedule on their doors and drop in, no need to make an appointment.

Email [learning.consultant@monashcollege.edu.au](mailto:learning.consultant@monashcollege.edu.au)

### Careers Adviser Drop-In

If you have questions about planning your course or your career path, we have a career adviser you can talk to.

Email [careers@monashcollege.edu.au](mailto:careers@monashcollege.edu.au)

## ACCESS IMPORTANT INFORMATION

### Create your Monash account

Create your Monash account to view Diploma important dates and check your class timetable.

Go to [account-registration.monash.edu](http://account-registration.monash.edu)

### Enrol to the student portal

Step 1: Go to [bit.ly/monashportal](http://bit.ly/monashportal)

Step 2: Sign in to Moodle, our online learning system

Step 3: Click **Enrol me**

Step 4: Check Diploma Important Dates by clicking Important Dates under Quick Links

### How to check your class timetable

Go to [Allocate+ monash.edu/timetables/login](http://Allocate+ monash.edu/timetables/login)

Timetable will be available to view from 7pm on Friday 21 June 2019.

Please check your timetable for updates during your first 2 weeks of the Diploma course.



# Important contacts

We're here to help you get the most out of your studies. Below are the important contact details that you need to know.

<b>MONASH COLLEGE POLICIES</b>	Students must follow all Monash College Policies and Procedures	available at <a href="https://www.monashcollege.edu.au/policy">https://www.monashcollege.edu.au/policy</a>
<b>EMERGENCY SERVICES</b>	- For when you need the Fire Brigade, Police or Ambulance	Call 000
<b>STUDENT ENGAGEMENT</b>	- Health and wellbeing, events and activities, adjusting to life in Australia	<a href="mailto:engagement@monashcollege.edu.au">engagement@monashcollege.edu.au</a> Clayton: Monday and Wednesday 12:15-1:15pm Library and Learning Centre (LLC) 49 Rainforest Walk
<b>STUDENT ADMINISTRATION</b>	- General Enquiries - Enrolment & Re-enrolment - Academic Documents - Discontinuation and Intermission - Academic Progress & Special Considerations - Course Completions and Transitions to Monash University - Attendance - Exams - Lockers (Caulfield)	<a href="mailto:student.admin@monashcollege.edu.au">student.admin@monashcollege.edu.au</a> Clayton: Monday - Friday Student Administration Counter 49 Rainforest Walk  Caulfield: Tuesday and Wednesday Room B3.16 Building B Level 3
<b>ACCOMMODATION SUPPORT</b>	- Renting, finding the right place to live, different types of accommodation	<a href="mailto:accommodation@monashcollege.edu.au">accommodation@monashcollege.edu.au</a>
<b>ESOLUTIONS</b>	- Monash Account (username and password) and internet connectivity on campus	<a href="mailto:servicedesk@monash.edu">servicedesk@monash.edu</a> Call: (03) 9903 2777
<b>STUDENT SAFETY</b>	- For advise and information if you experience any behaviour that makes you feel unsafe on or off campus	<a href="mailto:student.safety@monashcollege.edu.au">student.safety@monashcollege.edu.au</a> call 99052112 or +61438524187
<b>FEES AND SCHOLARSHIP</b>		<a href="mailto:mcfees@monashcollege.edu.au">mcfees@monashcollege.edu.au</a>
<b>GUARDIAN</b>	- Under 18 students	<a href="mailto:guardians@monashcollege.edu.au">guardians@monashcollege.edu.au</a> 9905 2755
<b>LEARNING CONSULTANTS</b>	- Academic Support - Exam Preparation - Study Skills - Essay Writing - Lab Reports - Oral Presentations - Academic Progress - Academic Warning Letters - Course Progression - Referral to other support services	<a href="mailto:learning.consultant@monashcollege.edu.au">learning.consultant@monashcollege.edu.au</a> CAL (Centre for Academic Learning) Clayton: Monday - Friday Room CG09, Monash College Learning Village 33 Innovation Walk Caulfield: Tuesday - Thursday Room B3.17 Building B Level 3
<b>CAREERS ADVISER</b>	- Writing Your Resume - Job Search Strategy - Preparing for Your Career	<a href="mailto:careers@monashcollege.edu.au">careers@monashcollege.edu.au</a> Clayton: Monday and Wednesday 2 - 4pm Room CG07, Monash College Learning Village 33 Innovation Walk
<b>STUDENT COUNSELLORS</b>	- Free and confidential help for personal, emotional and psychological issues. Support if you are feeling stressed, homesick or overwhelmed with your studies	To make an appointment with a counsellor, please log in via <a href="https://counselling.monashcollege.edu.au">https://counselling.monashcollege.edu.au</a>
<b>HOME DOCTOR</b>	- After Hours Doctor visit to your home	<a href="http://homedoctor.com.au/get-the-app">homedoctor.com.au/get-the-app</a> 137425 <a href="http://homedoctor.com.au">homedoctor.com.au</a>
<b>ALLIANZ OSHC</b>	- Help with student health cover claims, find a registered doctor, order your card	13 6742, Visit staff on campus Download the app: My OSHC Assistant
<b>MONASH UNIVERSITY ADMISSION</b>	- General Enquiries: <a href="mailto:scenquiries@monash.edu">scenquiries@monash.edu</a> - Change of Offers: <a href="mailto:mc.documents@monash.edu">mc.documents@monash.edu</a> (for Diploma students)	

After-hours-support is available to all Monash College students. Whether you have lost your wallet, locked out of your accommodation or not sure how to get home. There is someone available to help. CALL 1800 725 315.

**REMEMBER IN AN EMERGENCY ALWAYS CALL 000!**