



MONASH
College

QUICK REFERENCE GUIDE

APPLICATIONS THROUGH
TO TRANSITIONS

FOR AGENTS AND
MONASH STAFF

OUR MESSAGE



Monash College offers international students guaranteed entry into Monash University, a world's top 100 university, upon meeting the University entry requirements.



For over 20 years, Monash College has helped students succeed and transition through to Monash University.



Monash College has the widest range of academic pathway programs of any University owned pathway provider in Australia.



Our expert teachers will develop student's academic and English skills, and teach them to study in the Monash style. Their support and guidance will make sure students are ready to start their degree at Monash University.



Whatever destination degree your students are considering, there is a Monash College program to help them get there.

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Applications and Acceptance

1 Choose the right course

Choose a Monash University undergraduate degree and decide whether Foundation Year or Diploma is best for the student. Monash College offers English and academic pathways into degrees in all ten faculties at Monash University. The right one for a student depends on their previous study (education level and subjects) and their Monash University course preference. Intake dates and university entry level may also be factors to consider.

Our study areas web page can help students to decide: monashcollege.edu.au/study-areas

2 Check if the student meets the entry requirements

Entry requirements into Monash College academic programs are reviewed annually and are listed by country and qualification.

Academic Programs

Foundation Year: monashcollege.edu.au/courses/foundation-year/entry-requirements

Diplomas: monashcollege.edu.au/courses/diplomas/academic-entry-requirements

Entry requirements into our English language courses vary. This is dependent on the destination course and completion of an English language proficiency test.

English Language

Monash English: monashcollege.edu.au/courses/english/monash-english

Monash English Bridging: monashcollege.edu.au/courses/english/monash-english-bridging

Introductory Academic Program: monashcollege.edu.au/courses/english/introductory-academic-program

When applying for a Monash academic program, our admissions team will determine the best English language course (and duration) for the student.

3 The two ways to apply

A. Agent portal

The preferred way to apply is through the Monash Agent Portal where you can upload all documents and check the status of applications. agent.apps.monash.edu/agent/sign-in

To benefit from the Monash College priority assessment, ensure you list courses in this order:

1st Preference: Pathway Program (Monash College Diploma or Monash University Foundation Year)

2nd Preference: Monash University Destination Degree (for example: Bachelor of Business)

B. Apply direct

Students can also choose to apply directly to Monash College. applicant.connect.monash.edu.au/connect/webconnect

4 Receive your offer

We offer students a package offer of their Monash College and Monash University course. This means student only needs to apply for one student visa.

5 Under 18 students

If a student is over 18 years of age, skip step 5.

If a student is under 18 years of age, complete the Under 18 Welfare and Accommodation form - this will be sent together with the offer letter. To complete the form, student will be required to:

- Select a guardianship option. You can choose either a parent/relative or a Monash College guardian. If you choose to live with a parent or relative, you'll need to download **Form 157N** from homeaffairs.gov.au and submit it to the Department of Home Affairs.
- Select an under 18 approved accommodation option
- Return completed form along with Part B of the offer letter and required documentation such as passport, parents' IDs, etc.

6 Accepting your offer (OSHC)

When a student accepts the offer, you'll also need to pay your deposit and Overseas Student Health Cover fee (as outlined on your offer letter). The balance of your tuition fees does not need to be paid straight away. A fee statement will be sent to your Monash email account after you have started your course.

Overseas Student Health Cover (OSHC)

Overseas student health cover is a precondition to receiving a Student Visa in Australia. Monash recommends Allianz OSHC, however students are able to make their own choice of provider.

Health insurance covers in hospital and out of hospital medical care. Depending on the policy, some prescription medication and ancillary options are also covered.

How to apply/pay your OSHC

Monash can assist in organising overseas student health cover. When you accept your Monash offer, you will receive a quote for the total amount required for the length of your visa. You will need to pay the deposit to accept your offer.

Who to contact

- Monash admissions can assist with questions around organising and paying for health cover. scenquiries@monash.edu - include student ID for a quick response.
- Allianz OSHC representatives are on campus during the first few weeks of each semester to provide advice to students.

7 Receive your Confirmation of Enrolment (CoE)

If student is under 18, we'll also send them a Confirmation of Appropriate Accommodation and Welfare (CAAW)

Applications and Acceptance

Supporting documents

As part of the application process, the following documents are required from the student:

- Proof of English proficiency test
- Translated copies of academic records, transcripts and grading scales (as applicable)
- Certified copy of passport or birth certificate for identification
- Scholarship/sponsorship offer letter (if applicable)

Monash English Placement Test

If a student doesn't have proof of their English proficiency, they may be eligible to complete the Monash English Placement Test (MEPT). MEPT is a one hour English test, taken in an agent's office, that assesses grammar, vocabulary, reading and writing. Test papers are submitted to Monash College for assessment and results are received within 48 hours.

The test score can be used for entry into Monash English and can be packaged with academic courses offered by Monash College and Monash University.

Agents can register to administer the MEPT by contacting their Regional Manager.

For more information about MEPT, visit:

monashcollege.edu.au/courses/english/monash-english-placement-test

Turnaround time

All complete applications for Monash College programs will be assessed within 48 hours.

Note: this does not apply if required documents are missing

Contact

All questions related to the application process, entry requirements and application status should be directed to:

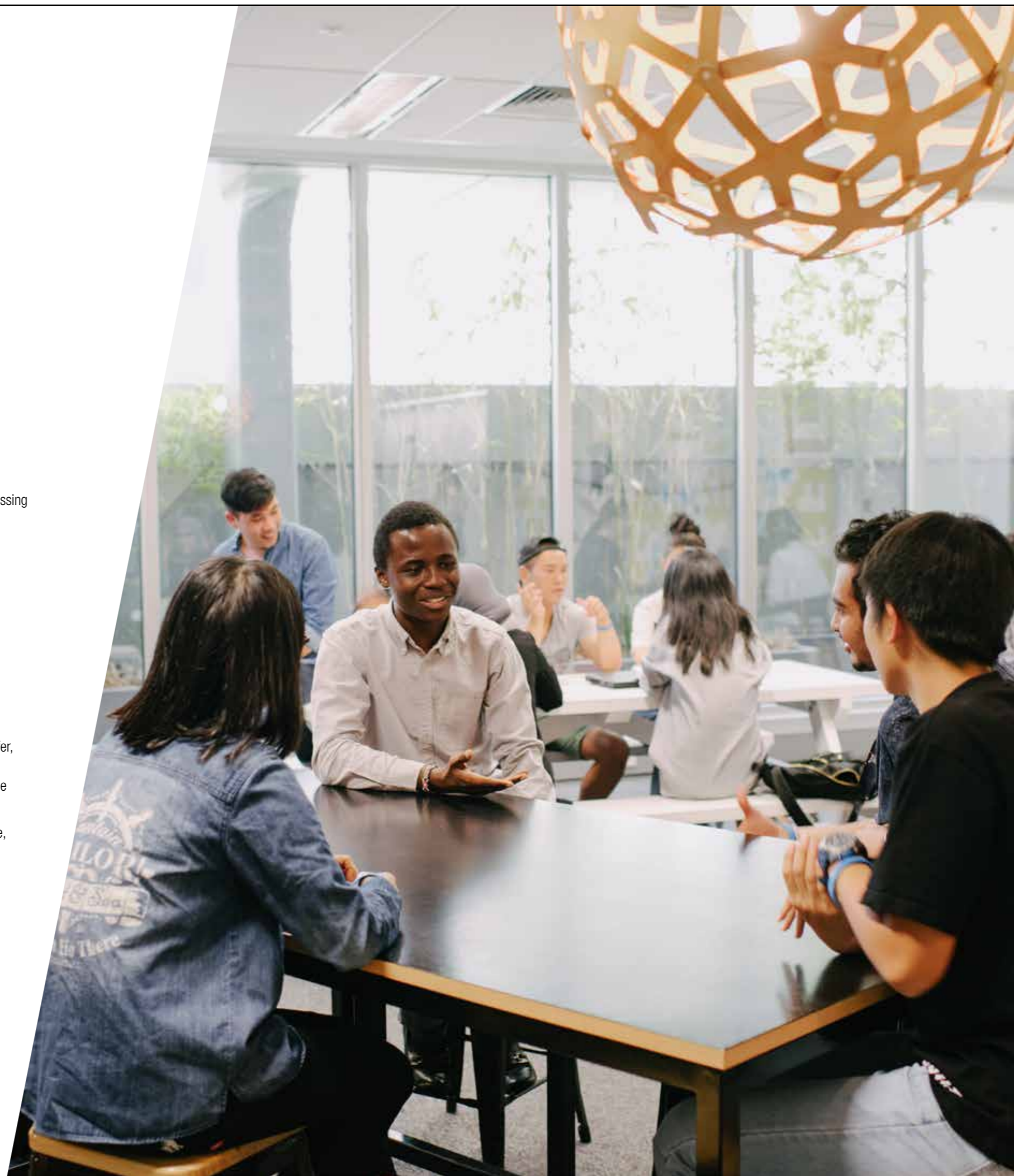
scenquiries@monash.edu

Welcome to Monash College guide

Once a student has accepted their Monash College offer, they will receive the Welcome to Monash College guide which contains important information for both the student and their parents.

The guide is available for download in English, Chinese, Indonesia, Vietnamese and Arabic.

monashcollege.edu.au/courses/publications





Preparing to Arrive

Monash College pre-arrival website

Once a student has accepted their offer and paid their deposit, they will be provided with a link to the Monash College pre-arrival site.

The website contains important information students need to do to prepare for their studies at Monash College and life in Melbourne - including instructions on how to set up their Monash account.

monashcollege.edu.au/get-started

Contact

For feedback or questions about the site email:

marketing@monashcollege.edu.au

Airport reception

Monash offers free transfers from Melbourne airport to accommodation for all commencing international students and their families.

Students must book a minimum of three business days before arrival and select which course they are studying. A\$100 cancellation fee applies.

Note: close down periods apply around major holidays. Always check the website for details.

Contact

Book online at: monashcollege.edu.au/airport-reception

For any changes to bookings, email:

alliedcars@alliedcars.com.au

For issues finding the driver upon arrival on Melbourne airport, call Allied on [1800 350 850](tel:1800350850)

Living expenses

It's important for students and their parents to understand the costs associated with living in Australia, in addition to the tuition fees. On average Monash recommends allowing \$28,000 a year to cover accommodation, food, health cover and entertainment.

monash.edu/cost-of-living

Communication from Monash College

Six weeks before their Monash College course is due to commence, students will begin to receive information from Monash College about preparing to arrive, enrolment and orientation.

IMPORTANT It is important that the correct student email address is included on the application form so that they receive all critical information.

Subject selection for Foundation Year

Foundation Year students enrolling in the standard program are required to choose their subjects before they arrive. Information about subject selection will be sent to them via email - including a link to how to choose their subjects and the online form.

Students can still change their subject choices until day 2 of the start of their Foundation Year course, though it's in the students' best interest that they pick the right subjects straight away.

If students are unsure, students can speak to a Careers Adviser during orientation by emailing:

careers@monashcollege.edu.au

The subject guide, sequencing and prerequisites guide are available for download at:

monashcollege.edu.au/courses/foundation-year



Preparing to Arrive

Accommodation

It's important for students to arrange accommodation through a reputable provider or website. Students under the age of 18 years must live with a parent or in one of the Monash approved accommodation providers.

Students over 18 years have the option of choosing an approved accommodation option, or finding their own rental property or share house. Students may choose to wait until they arrive to find permanent accommodation but it's important that temporary accommodation is arranged prior to arriving in Australia.

Accommodation support

Monash College offers accommodation support and advice to new and current students. Prior to commencing, students can contact the team for advice on accommodation options.

For current students, the team is available to provide support on any issues that arise with their chosen accommodation or provide advice on alternative options.

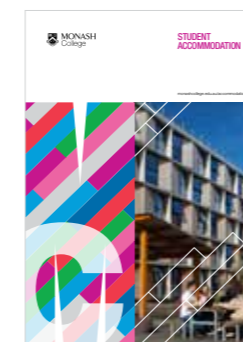
Contact

Student Engagement Accommodation team:
[✉ accommodation@monashcollege.edu.au](mailto:accommodation@monashcollege.edu.au)

If students have issues relating to accommodation, they can attend a Drop-In session with staff from Student Engagement.



ACCOMMODATION OPTION	LOCATION	ACCOMMODATION STYLE	CONTRACT DATES	APPLYING AND CONTACT DETAILS
On campus at Monash Residential Services	Clayton Campus	Studio and shared rooms available	Late Jan to early Dec	Expressions of interest open in August each year. There is no cost to register interest and applications are assessed in the order they are received. Register and book online at: ✦ monash.edu/accommodation/apply-now <i>Tip: Book in August for the following year, and withdraw without penalty if the student decides on different accommodation.</i>
Homestay	Within an hour of student's primary campus.	Live with a local family	Flexible start dates, with minimum stay of five weeks Four weeks notice required for ending the homestay contract	Apply online at: ✦ monashcollege.edu.au/homestay Under 18 students must also complete the Under 18 Guardianship and Accommodation form ✦ monashcollege.edu.au/accommodationform <i>Tip: Homestay is a great option for students under 18 years and for older students who would like to live in a supportive, family environment.</i>
Urbanest	Melbourne City	Shared apartment style within student accommodation building	6 months or 12 months options available	Apply online at: ✦ urbanest.com.au/monash-collegeu18/ Under 18 students must also complete the Under 18 Guardianship and Accommodation form at: ✦ monashcollege.edu.au/accommodationform
Scape	Melbourne City	Studio apartment style within student accommodation building	6 months or 12 months options available	Apply online at: ✦ uscapes.com/en-au Under 18 students must also complete the Under 18 Guardianship at: ✦ monashcollege.edu.au/accommodationform
Renting and house sharing	Melbourne and suburbs	Independent living, available only to students over 18	Varies, standard lease is 12 months	We recommend students find accommodation through official sites <i>Tip: It's important not to sign contracts or exchange money until you have viewed the property. If you need support finding appropriate accommodation, our Accommodation team is here to help.</i> ✉ accommodation@monashcollege.edu.au



Download our accommodation brochure at:
monashcollege.edu.au/courses/publications

Enrolment and Orientation

Enrolment and Orientation is always scheduled for the week prior to classes starting. Attendance is compulsory. During this time, students will find out important information about their course, timetable, campus and have an opportunity to meet the academic and support staff and make new friends.

Enrolment and orientation schedules

Enrolment and Orientation schedules are available to student two weeks prior to their course starting. Schedules can be downloaded from www.monashcollege.edu.au/get-started

Late enrolment

If a student is unable to attend enrolment and orientation, it is important that Monash College is notified as early as possible.

Agents must send an email to:

✉ latereg@monash.edu

with the following information:

- Student ID Number
- Course
- Reason they are unable to attend
- Expected arrival date

Who to contact:

✉ latereg@monash.edu

Setting up a Monash Account

As part of their enrolment, students are required to set up their Monash account. This will allow them to receive a Monash username and password to be able to access Monash specific information and websites.

It's important that students set up their account prior to arrival or on the first day of enrolment. Delay will result in students not being able to access their Monash email account, timetables and online learning resources.

Contact:

Register for Monash account by visiting:

✉ students.monash/register

For any difficulties accessing the portal, email:

✉ student.admin@monashcollege.edu.au

Tip: A student's Monash username and password is commonly referred to as their 'authcate'

Diagnostic testing

During orientation week, some students will be required to complete diagnostic testing to assess their strengths in some subjects. These tests are informal and will not affect a student's enrolment. Results will be used to guide students' learning throughout the semester.

Attendance

We encourage students to aim for 100% class attendance as this will positively influence their academic performance. For all Monash College programs, students are required to attend 80% of classes. If attendance in Foundation Year or Monash English programs drops below 80% the Department of Home Affairs may be notified which may affect the student's visa status.

Foundation Year requirement

When projected course attendance drops below 85% students will be considered 'at risk' and will be formally notified.

Diploma requirement

If attendance in weeks 3, 5 and 7 is below 80% they will receive an Attendance Warning Notification and will be encouraged to meet with a Learning Consultant or Academic Team leader to discuss.

English language requirement

It is important to note that arriving to class more than 15 minutes late will be recorded as missing half a class.

Late enrolment greatly affects attendance. As a standard term is five weeks, a student that enrolls more than a week late will already be at risk of not meeting the attendance requirement.

How to check attendance

Students can check their attendance by emailing:

✉ student.admin@monashcollege.edu.au

Foundation Year students can check their attendance on Moodle.

In case of illness

If a student is unwell, they are required to provide supporting documentation, in the form of a doctor's certificate. Student can apply for a medical certificate up to 48 hours after they return to College. However, the medical certificate has to show illness for the day that they are absent.

Missing students

If a student misses more than 10 consecutive days, and does not respond to attempts to contact them, they will be considered missing and the 'Missing Students Procedure' will be initiated.

DID YOU KNOW?



Student performance is directly related to attendance. Results show students who attend 95% of their classes are in the top 10% of high performing students.



Failure to attend enrolment and orientation or register for late enrolment may mean the student is not permitted to start their course as planned, and will have to wait for the next intake.



Students who attend and participate in Enrolment and Orientation perform better in their studies!



Enrolment and Orientation

Monash ID cards

Every Monash student is issued a Monash Identification (ID) card. This card allows students to enter Monash buildings, access Monash services such as library and printing and for receiving students discounts for products and services.

Monash ID cards are issued once a student has successfully set up their Monash account.

All student ID Cards are sent to them in the mail once students have applied for an ID card online.



Fees

Students are required to pay a deposit to confirm their place when accepting their Monash offer. A fee statement with a deadline and instruction on how to pay for the fee will be emailed to students' Monash email address.

Contact:

Students can speak with the Student Admin team located near reception on each College campus with any fee related questions.

Email Student Admin: [✉ mcfees@monashcollege.edu.au](mailto:mcfees@monashcollege.edu.au)

Academic documents

Academic documents include Academic transcript, Proof of current enrolment, Proof of qualification, and Attendance letter can be requested via pay.

[✉ pay.monashcollege.edu.au/payments/menu](https://pay.monashcollege.edu.au/payments/menu)

There may be associated fee for this request.

Any issues about obtaining academic documents, email:

[✉ student.admin@monashcollege.edu.au](mailto:student.admin@monashcollege.edu.au)

Timetabling

Students timetables differ depending on the program they are studying.

English language:

Students are scheduled into either morning or afternoon classes for the duration of their course. This allows them to attend workshops, complete assignments and join in student activities outside of class.

Diplomas:

Students are allocated to their class timetable for the units they have to do.

Foundation Year:

Standard students are required to select their subjects. Their class timetable will vary depending on their choice of subject.

[✉ monash.edu/timetables/login](https://monash.edu/timetables/login)

Tip: students must have set up their Monash account and received an authcate account before they can access the timetabling system.

Who to contact

Student timetables are available from allocate+ using the students authcate details:

[✉ monash.edu/timetables/login](https://monash.edu/timetables/login)

Any questions or concerns about timetables should be directed to: [✉ student.admin@monashcollege.edu.au](mailto:student.admin@monashcollege.edu.au)

Campus

Monash College has multiple campuses and teaching locations throughout Melbourne. Where students will study depends on their program, specialisation and intake. It is important that students read their offer letter thoroughly to know which location they will be based at.

For some English Language students, their offer letter may state that they will study at Melbourne City. We currently have three city based locations for English students, all within a short walk from each other and student accommodation. Students will be advised at enrolment which location they will be based at.

Academic Support

Student support

As well as teachers, extra support is available from our learning support staff. They can help students with:

- learning strategies and managing time
- academic skills, such as researching and assignment writing
- language support
- exam preparation and assessment
- academic pathway and course progression issues

Who to contact:

Foundation Year: [✉ learningskills@monashcollege.edu.au](mailto:learningskills@monashcollege.edu.au)

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

Monash English: [✉ me.help@monashcollege.edu.au](mailto:me.help@monashcollege.edu.au)

Monash English Bridging: [✉ meb.help@monashcollege.edu.au](mailto:meb.help@monashcollege.edu.au)

Course transfer or deferring from your course

Diploma student contact learning consultants by emailing:

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

Foundation Year students contact student admin by emailing:

[✉ student.admin@monashcollege.edu.au](mailto:student.admin@monashcollege.edu.au)

Monash English students contact Director of Studies by emailing:

[✉ me.help@monashcollege.edu.au](mailto:me.help@monashcollege.edu.au)

Monash English Bridging students contact Director of Studies by emailing:

[✉ meb.help@monashcollege.edu.au](mailto:meb.help@monashcollege.edu.au)

Underloading units

All international students are required to undertake their studies full-time except in special circumstances as defined by the National Code Standard 8

[🔗 www.legislation.gov.au/Details/F2017L01182](http://www.legislation.gov.au/Details/F2017L01182)

At risk students

If students are at risk of failing a unit or even at risk of failing in a course, Monash College will notify the student early on and provide additional support as soon as possible.

Monash English

Monash English teachers work closely with students to help them achieve their English language goals. Each Monash English level is 10 weeks long and is made up of two 5-week modules. Usually two teachers teach each module and they will see students in their class for 8-12 hours per week, which enables them to gain a strong understanding of their students' language ability as well as provide regular in-class feedback.

At the end of each module, students are assessed and they receive their official results by email one week later. They also meet with their teacher to discuss the results. Module 1 is worth 40% of the final grade and Module 2 is worth 60%. To achieve satisfactory course progress, Monash English students are required to achieve 'Meets Requirements' (MR) or higher in all skill areas Reading, Writing, Listening, Speaking and Folios at the end of Module 2.

Failure of a skill in Module 1, does not necessarily lead to failure in Module 2; however, failed students will be more closely monitored by their teachers in Module 2 and provided with intervention strategies which may include but are not limited to:

- Attending regular teacher/student consultations (once a week)
- Undertaking additional homework
- Attending workshops
- Attending academic consultations

If a student fails Module 2, they will be considered At Risk. They will repeat Module 2 of the level and that repeated module will be worth 100% of their final grade. While repeating the module, they will be given ongoing extra support from their teachers which may include, but is not limited to:

- Attending regular teacher/student consultations (once a week)
- Undertaking additional homework
- Attending workshops
- Attending academic consultations

Failed students will also have the opportunity to meet with Level Coordinators who will discuss their pathway into Monash College or Monash University and advise them accordingly if any changes are necessary. Coordinators can also advise students on further support and options available.

Any student who has failed to pass a level after 15 weeks will be sent an Academic Warning Letter advising them that under the Academic Progress and Intervention Policy, they have 5 more weeks to pass the level.

Any student who has failed to pass a level after 20 weeks will be sent a Notice of Intention to Exclude advising them that under the Academic Progress and Intervention Policy, Monash College intends to cancel their enrolment in Monash English.

Students who are excluded from Monash English may still continue on to their destination program at Monash College or Monash University; however, conditions will apply.

For more information, students should email:

[✉ me.help@monashcollege.edu.au](mailto:me.help@monashcollege.edu.au)

At risk students



Monash English Bridging

Early Identification

The student is first identified as being at risk of not passing the course by the class teacher in weeks 3, 4 or 5 of their course. This is done through: diagnostic tasks in class, continuous class monitoring and formative tasks. The class teacher meets with the student to discuss the concerns and develop a learning plan/strategy and completes the 'Academic At Risk Spreadsheet'. The student receives an email with early Warning Letter 1 which informs the student that their academic progress shows they risk failing the course. The teacher will monitor progress weekly and record performance in the at-risk spreadsheet. A copy of the email will be kept on their file.

For students studying 15 or 20-week courses, a second early identification will take place at the end of six weeks based on performance in formative tasks and class monitoring. If they are still considered at risk at this stage, they will be invited to a meeting where their Independent Learning Plan will be reviewed, and they will be advised of the support available to them such as workshops and Moodle online resources. They will also be provided with a Warning Letter 2 which informs the student of the purpose of the meeting, why they have been identified as at-risk, that their progress is unsatisfactory, that they may not be able to pass the course, of their options if they should fail the course, including changing award course if possible, to consider taking an external English language proficiency test: (IELTS, TOEFL IBT, Pearson Test of English), that they may re-enrol in the same length MEB program if eligible and that a counsellor is available if required. Notification of this warning letter will be documented on the student's file.

Initial Summative Task Failure

A Monash English Bridging student is automatically identified as 'at risk' of failing the course after failing any summative assessment task. The Head of Studies or delegate will arrange to meet any student who has failed their first summative task within 7 working days of the finalisation of the assessment results to advise them of their options should they fail the course.

At this meeting the student will be told if they have narrowly or significantly failed and will be advised that they are academically at risk of failing to meet requirements of the course. We will recommend them to consider taking an external alternative English Language proficiency test such as: IELTS TOEFL iBT, Pearson Test of English, they may consider changing their award course if possible, the MC Student Counselor is available to them should they require support, and they may re-enrol in the same length MEB program if eligible. Notification of this warning will be documented on the student's file. Teachers will continue to support the students academically through the Independent Learning Plan.

For more information, students should email:

✉ meb.help@monashcollege.edu.au

Foundation Year

Teachers in the Foundation Year program closely monitor the academic progress of all students. If a student's attendance, engagement and/or academic results indicate that the student is at risk of failing a subject, the teacher will first discuss this with the student. Teachers will also offer additional support to students who are at risk of failing a subject and may refer these students to additional academic skill development workshops, Learning Skills Advisers or peer mentor sessions.

If a student fails one or more subjects in a semester they may be formally identified as 'at-risk' of making unsatisfactory progress. When this occurs the student is emailed an "Academically At Risk Warning". These students are then placed on an Academic Learning Contract. Students placed on a contract will meet with their Unit Leader at the beginning of the following semester and will be offered additional learning and personal support.

Students who continue to make unsatisfactory progress will receive a "Notice of Unsatisfactory Academic Progress" which will include a recommendation to exclude the student from the program. Students can appeal this by writing to the Academic Progress Committee explaining any compelling and compassionate reasons for failing to make satisfactory academic progress.

For more information, students should email:

✉ learningskills@monashcollege.edu.au

Diploma

Monash College Diploma closely monitor the academic progress of all students. A student's attendance is monitored closely throughout the trimester. Students are sent a personalised email regarding their attendance in Weeks 3, 5 and 8 from student administration. A student is identified as 'at risk' if their attendance falls below 80%.

Throughout the trimester individual teachers also arrange to meet students to provide additional support. A student is informed of the additional support available, such as, workshops, teacher consultations, learning consultants academic skills support sessions, individual or small group, as well as referrals to our careers advisers or student counsellor for wellbeing or personal issues.

If a student fails one subject in a trimester they will be formally identified as 'at-risk' of making unsatisfactory progress. Students will receive an Early Academic Warning Letter if they have failed one unit. If a student has failed more than one unit or failed the same unit twice they are then required to submit a Student Response Form explaining the reasons why they failed. An academic panel will meet and discuss each student case individually and make a decision to place a student on an academic contract or require the student to attend a formal Academic Hearing. If a student is required to attend a Hearing, then they may be 'at risk' of being excluded. Students do have the right to appeal the exclusion via the normal channels.

All students identified as 'at risk' of not meeting course requirements will be required to meet face-to-face with a learning consultant to discuss their academic progress and advise them of their options.

For more information, students should email:

✉ learning.consultant@monashcollege.edu.au

Support, Safety and Wellbeing

Personal issues

Students who are experiencing personal issues should be directed to speak with a student counsellor. Counselling sessions are free and confidential. Information discussed in the session will not be shared with College staff, parents or guardians.

Who to contact

In person: Professional Counsellors are located at every Monash College campus.

To schedule an appointment, email:

✉ counselling@monashcollege.edu.au

Medical and dental services

Students are covered for medical treatment under their Overseas Student Health Cover.

On campus

Clayton:

Ground floor, 21 Chancellors Walk.

Call to make an appointment +61 3 9905 3175

Caulfield:

Room 146A, Building B, Level 1.

Call to make an appointment +61 3 9903 1177

Tip: You can book online at

🔗 monash.edu/health/medical-services/medical-appointments

In Melbourne City

At home:

Home Doctor is a service where a doctor will visit you at home.

Call 📞 137 425 or download the Home Doctor app:

📱 homedoctor.com.au/get-the-app

Counselling

Student counsellors are available at each Monash College campus.

Monash College offers free, confidential counselling to help students with personal, academic or emotional problems. They can even help when the student doesn't know what the problem is!

If your student has any of the below issues - or a problem that they can't describe yet - meeting with a student counsellor can help.

- Personal issues such as stress, anxiety, depression, homesickness, sleep or eating issues, self-harm, drug or alcohol problems.
- Academic concerns that are causing you stress and anxiety.
- Relationships difficulties or conflicts with family, friends or peers.
- Adjusting to change, culture shock or settling into new country.

Email a Student Counsellor at:

✉ counselling@monashcollege.edu.au or book a meeting time via Moodle (when student has Moodle access).

For urgent after-hours support telephone:

24/7 Phone counselling for Monash students:

📞 1300 788 336

24/7 Lifeline Crisis Counselling:

📞 13 11 14

After-hours student assistance hotline (after 5pm):

📞 1800 725 315



Careers and course advice

Monash College has Career Advisers who can help students in a range of ways. They can help with subject selection, pathway to university, leadership and volunteering opportunities, applying for a part-time job and scholarship applications. Students can make an appointment by emailing ✉ careers@monashcollege.edu.au or attend a drop in session.

Careers Advisers also run workshops and events throughout the year, and students will find lots of helpful information on the dedicated Careers Support page on Moodle.

Who to contact

To meet in person, professional careers advisers are located at every Monash College campus.

Schedule an appointment by emailing: ✉ careers@monashcollege.edu.au

Safety and security, including 24 hour support number

Melbourne is a very safe city. In fact, Melbourne has been identified as the fifth-safest city in the world in a recent report by The Economist*.

* Safe Cities Index 2017 – The Economist Intelligence Unit.

After hours support is available to all Monash College students. Whether students have lost their wallet, been locked out of their accommodation or not sure how to get home, there is someone available to help.

For after hour support, call 📞 1800 725 315

For emergencies always call 000.

Privacy

Australia has very strong laws around privacy and communication of personal information. Students aged over 18 years are considered as adults and have the right to decide what personal information is shared.

For more information email: ✉ privacy@monashcollege.edu.au

Transition to University

Towards the end of their Monash College course, we continue to support students in transitioning to University smoothly.

Students will be provided with information about changing their destination course, what they need to do to enrol in their university units, important dates and everything in between.

Monash English Bridging

Monash English Bridging students will be given the option to change their Monash University destination degree by submitting a change of preference form online.

If they want to stick to their original choice of destination course, we will also communicate with them via email to let them know whether they have satisfied the English requirements for their destination course.

Diploma

Diploma students will be invited to attend a compulsory transition event in week 8 of their Diploma part 2B. There, they will learn how to change their destination course in University. They will also meet representatives from Monash University faculties and admission to learn about their destination course and important dates.

Foundation Year

Foundation Year students will have the chance to attend Foundation Year expo held on campus whereby students will have the chance to meet Faculty representatives. They could then decide to change their destination degree so long as they meet the entry requirements and subject prerequisites.

Who to contact

Towards the end of their Monash College course, we often point students to meet with our Careers Advisers to discuss their options and make sure they're on the right path to the getting the degree they want.

Email: careers@monashcollege.edu.au





MONASH
College

Future student enquiries
(international students)
Tel: +61 3 9903 4788
Email: study@monash.edu
monashcollege.edu.au

Monash University CRICOS Provider Number: 00008C.
Monash College CRICOS Provider Number: 01857J.
Monash College Pty Ltd ACN: 064 031 714.
Monash College Pty Ltd ABN: 64 064 031 714.