

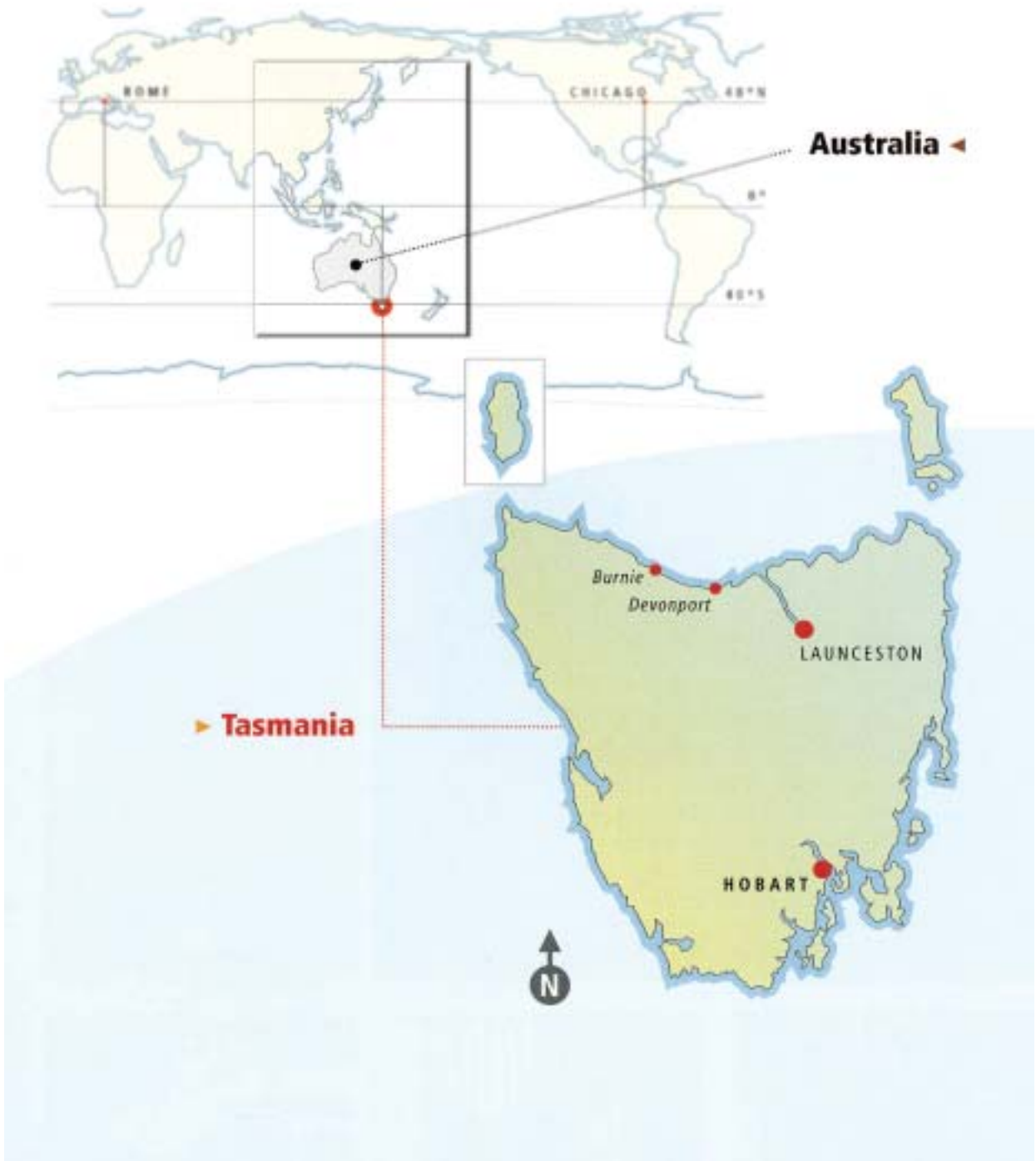


practical or technical? • business minded? • people person? • outdoors type? • entertaining? • creative or artistic?

Institute of TAFE Tasmania Australia

International Student Guide







Living in Tasmania, Australia

Tasmania is an excellent choice for international students. Our high quality education system offers a range of specialist courses with state of the art technology and modern facilities. Students gain internationally recognised qualifications leading to exciting careers all over the world.

Tasmania is the smallest Australian state, with a population of approximately 480,000. It is similar in size to Sri Lanka, Holland, Hokkaido (Japan) and Ireland, and is larger than Switzerland. Tasmania's lifestyle is affordable, with clean air, open spaces and an easy pace of life.

An island of inspiration

Tourists from around the world come to Tasmania to enjoy the magnificent scenery and to experience recreation activities such as bushwalking, boating, fishing, cycling, surfing and white-water rafting. Native animals including kangaroos and Tasmanian devils can be seen only a short drive from the cities. One-third of Tasmania is set aside as national parks and there is no place more than two hours' drive from the sea. Tasmania is situated between 41 and 43 degrees south of the equator, and enjoys a temperate maritime climate.

A temperate climate — not too hot, not too cold

SUMMER - DECEMBER, JANUARY, FEBRUARY Warm days, afternoon sea breezes and longer twilights due to our southern location. The sun is very strong because of the clear atmosphere, so you need to use sunscreen and wear a hat.

Average maximum temperature 22 degrees Celsius or 72 degrees Fahrenheit.

AUTUMN - MARCH, APRIL, MAY Calm, temperate days with clear blue skies and cooler evenings. Towards winter, you may need to wear a pullover. Daylight saving finishes and colourful leaves begin to fall.

Average maximum temperature 20 degrees Celsius or 68 degrees Fahrenheit.

WINTER - JUNE, JULY, AUGUST Skies remain clear and blue. Snow on the mountains. Enjoy hot food, warm log fires and rugging up in overcoats and gloves.

Average maximum temperature 13 degrees Celsius or 55 degrees Fahrenheit.

SPRING - SEPTEMBER, OCTOBER, NOVEMBER Cooler mornings turn to warmer afternoons and idyllic evenings as daylight saving begins. Gardens throughout the state begin to bloom and skies are often swept with light clouds.

Average maximum temperature 18 degrees Celsius or 64 degrees Fahrenheit.

Excellent value for money

While the standard of living in Tasmania is very high, the cost of housing, transport and health services are amongst the lowest in Australia. Tuition fees for TAFE Tasmania are also low compared to most vocational colleges in Australia.

Travelling to Tasmania

There are no direct flights between Tasmania and international centres. Most international students fly into Sydney or Melbourne and then transfer onto a domestic flight to Hobart or Launceston. It is easy to transfer because domestic and international airports are close together and well staffed with people to assist. Major airlines are also able to provide 'meet-and-greet' services to help with transfers. When students arrive in Tasmania they are met at the airport and taken to their accommodation.



About TAFE Tasmania

- The Institute of TAFE Tasmania is government owned and operated, providing high quality vocational education and training to over 29,000 local students each year.
- TAFE Tasmania has twice won the National Training Provider of the Year award.
- Qualifications gained through TAFE Tasmania are accredited by the Australian Government and are recognised both nationally and internationally.
- All TAFE teachers have industry experience so courses are practical and progressive to providing students with skills that are valued in the workplace.
- With numbers at around 300 each year, TAFE Tasmania international students receive very high quality support and assistance with personal and academic matters.
- Awards are provided at Advanced Diploma, Diploma and Certificate level.
- Courses cover a wide range of disciplines including Information Technology, Business and Marketing, Tourism and Hospitality, Engineering, Fine Arts and Design, Community Services and English Language.
- Graduates can use their TAFE qualifications to gain advanced entry into Australian university courses or move directly into the workforce in their chosen career.

Diploma to Degree

To ensure that students have full opportunities for professional development, TAFE Tasmania has established a number of credit transfer agreements with the University of Tasmania, one of Australia's oldest and most respected universities.

Agreements are also in place with the Australian Maritime College and other universities in Australia.



Campuses

The Institute of TAFE Tasmania is the only TAFE in Tasmania, and has over 30 campuses statewide. International students can study in both the north and south of the state.

All campuses provide free internet access and computers with multiple language capabilities.

North

LAUNCESTON CITY CAMPUS

Location: Launceston city centre
Courses offered: Business, Information Technology, Multimedia
Facilities: Library, café, International Student Adviser's office

ENGLISH LANGUAGE CENTRE

Location: Launceston city centre, opposite city campus
Facilities: Common room with kitchen

DRYSDALE CAMPUS

Location: Two minutes from Launceston city centre
Courses offered: Hospitality, Tourism
Facilities: Café, specialised library, restaurant, training restaurant open to the public

INVERESK ACADEMY OF THE ARTS

Location: 2 minutes from Launceston city centre
Courses offered: Art Craft Design
Facilities: State-of-the-art campus shared with the University of Tasmania School of Fine Arts, next door to the Queen Victoria Museum and Art Gallery (free access for TAFE students), bike paths

ALANVALE CAMPUS

Location: 10 minutes from Launceston city centre, three minutes from University of Tasmania main campus
Courses offered: Community Services, Engineering, Music, Screen
Facilities: Student residences, café, childcare centre, library, bookshop, tennis courts, large grounds

South

HOBART CITY CAMPUS

Location: Hobart city centre
Courses offered: Business, Clothing and Textiles, Engineering, Science
Facilities: Library, café, International Student Adviser's office

ENGLISH LANGUAGE CENTRE

Location: Hobart city centre, opposite city campus
Facilities: Specialised library, common room with kitchen

DRYSDALE CAMPUS

Location: Hobart city centre
Courses offered: Hospitality, Tourism
Facilities: Specialised library, training café and restaurant open to the public, accommodation training facility

CLARENCE CAMPUS

Location: 10 minutes from Hobart city centre
Courses offered: Art Craft Design, Community Services, Horticulture, Conservation
Facilities: Library, café, childcare centre, large grounds, student residences



Choosing your career path with Certificate, Diploma and Advanced Diploma programmes:

Are you practical or technical?

- Building
- Engineering
 - Civil
 - Mechanical
 - Electrical
- Spatial Information Systems (Surveying)
- Laboratory Technology

Are you business minded?

- Business
 - Accounting
 - Administration
 - Management
 - Marketing

Are you creative or artistic?

- Art Craft Design
- Screen
- Music
- Graphic Design
- Multimedia
- Clothing & Textiles

Are you a people person?

- Community Services
 - Aged Care
 - Disability Work
 - Children's Services

Do you like entertaining?

- Hospitality
 - Cookery
 - Cafe Operations
 - Food and Beverage

Do you like being outdoors?

- Conservation and Land Management
- Horticulture
- Tourism

Do you like people from other countries?

- Tourism
 - Guiding
 - Retail Travel
 - Meeting & Events

Do you like computers?

- Graphic Design
- Multimedia
- Information Technology
 - Network Engineering
 - Systems Administration
 - Software Development

Diploma to Degree Courses:

- Art Craft Design
- Business
- Engineering
- Hospitality
- Laboratory Technology
- Tourism

Visit www.get-tasmania.edu.au for course details



Teaching and Learning Environment

Courses

All courses at the Institute of TAFE Tasmania involve a combination of theory and practical components. Theory is used to provide a sound understanding on which to develop a student's practical skills. Practical work is carried out in each discipline according to industry standards with equipment that is similar to that used in industry. Students are constantly supervised in all practical situations as stipulated by National Occupational Health and Safety Standards.

Every area of study within TAFE Tasmania has an extensive resource collection, either as a large section of the general campus library or its own specialised library. Computer access is provided to all students.

Assessment

Assessment is competency based and non-graded. This means that students must demonstrate that they are able to perform work tasks. Students are assessed in a variety of ways, depending upon the teaching area and the needs of the particular competency. They may be assessed during practical or theory classes, on or off-site. Assessment may include:

- Written tests
- Assignment or project work
- Keeping journals
- A set practical task
- Verbal questioning
- Demonstrating a skill

Staff

At the Institute of TAFE Tasmania, all teaching staff have at least five years industry experience as well as their training qualifications and have regular professional development. Their wide range of expertise and experience means that teachers prepare students for all aspects of industry and for their future career.





Student Support

As a student at the Institute of TAFE Tasmania, you will have access to a range of services to help you become familiar with a different lifestyle and study conditions.

You will receive free assistance throughout your programme from both International Student Advisers and our team of language support professionals who will monitor your academic progress.

Additional free services available to you include English language support, personal and academic counselling, help in finding accommodation, free internet and email access.

On arrival International Student Advisers will organise transport free-of-charge to your selected accommodation and provide a full orientation programme to both the city and the campus.

Accommodation

TAFE Tasmania will assist in finding a safe and comfortable place for you to live when you first arrive in Tasmania. There are four main choices for accommodation while studying at TAFE.

TAFE Residences Student residences are located on or near the TAFE Campuses. In Hobart and Launceston the residences are a 10 minute bus journey from the city centres.

Accommodation in the residences consists of fully furnished units, laundry facilities, a games room and a general student lounge.

Homestays Many students choose to live with a Tasmanian family and enjoy the benefits of a supportive home environment. Homestays offer “full board” where all meals are provided. A more independent “room only” arrangement enables students to prepare their own meals and share household chores and costs. Host families are selected according to very strict requirements and all have undergone police checks.

Hostels or Backpackers Hostels and Backpackers catering for international students are located close to TAFE campuses in both Launceston and Hobart. They are private businesses and are not managed by TAFE Tasmania, but do have special student prices available. Some students will use this type of accommodation for a temporary stay until they have secured private rental accommodation.

Rental TAFE Tasmania does not arrange rental accommodation, as this type of accommodation requires the student to be directly responsible for the property, but assistance with the process of applying for a rental property can be obtained from the International Student Advisers. If you rent an unfurnished house or apartment, you will usually have to provide everything except a cook top and oven. Refrigerators and washing machines may also be provided. Furnished apartments are more expensive to rent.

Application Form



Please include the following with your application form:

- Current academic transcripts
- English language results (if available)
- Detail of work experience or a resumé and employers' references (if available)
- Copy of passport

Personal details:

Title: Mr Ms Mrs Miss

First name:

Family/last name:

Date of birth: / /

Your current address:

.....

.....

Home country address: (If not the same as current address)

.....

.....

Phone number

Fax number

Email

Country of citizenship:

Country of birth:

Do you have any type of disability? No Yes

Please describe:

What TAFE course/s are you applying for?

1)

2)

Course Start Date February Midyear

English Start Date / / Number of weeks

Where do you want to study? Hobart Launceston

Do you require accommodation? Yes No

Do you require airport collection? Yes No

English level

English is first language

English was language of instruction in secondary/tertiary studies

English Language test score (IELTS preferred)

Have never studied English formally

Have completed, or are currently enrolled in, ELICOS (attach evidence)
Where?

Passport number

.....

ATTACH
PASSPORT
PHOTO HERE

Educational Background / Work Experience:

What is your highest level of education?

.....

Please attach certified copies of academic transcripts

Have you had any work experience? Yes No
(Please attach details and employer references, if available)

Please indicate how you heard about TAFE Tasmania

Exhibition/seminar

Private agent

Advertisement or publication

Relative/friend

Australian Education Centre (AEC) in your country

Website

Other:

Declaration

I certify that the information on this form is complete and correct. I authorise the Institute of TAFE Tasmania to obtain other details relating to my academic record if necessary. I acknowledge that the provision of incorrect information or documents, or the withholding of information or documents relating to my application, may result in the cancellation of my enrolment. I understand that I will be responsible for meeting the costs of tuition fees and all living and other expenses while I am studying in Australia.

Signature:

Date: / /

If the applicant is under 18 years of age, a parent or guardian must also sign below.

Signature:

Date: / /

Representative's stamp:

Application Form



Please print clearly and complete all sections on the back of this form in English

- Tick boxes where appropriate
- Attach a copy of English language test results, academic results and work experience references (if available)
- Post or fax this form and all supporting documents to:

The Manager
International Education
GPO Box 646
Hobart 7001
Tasmania, AUSTRALIA
Fax: +61 3 6233 5800
Email: inter.ed@development.tas.gov.au

- Your application will be considered on the basis of educational background, work experience and English language proficiency.
- Successful applicants will receive a Letter of Offer for the nominated course/s and be given instructions for fee payment and procedures for visa application.
- When we have received your acceptance and payment (tuition deposit plus health insurance) a Confirmation of Enrolment form will be sent to you.
- You should then apply for a Student Visa at an Australian Diplomatic Mission.

English Language Requirements

When considering your placement in a course, we prefer an IELTS test result. However, proof of successful study in English may be accepted where a specific English test has not been attempted and there is no IELTS requirement for visa application.

If you want to study at TAFE but need to improve your English first, we recommend that you enrol in TAFE's English Language program.

Refund Policy

Fees

By accepting the offer of a place in a course at the Institute of TAFE Tasmania, a student is entering into an agreement for the duration of the program, which is stipulated in the Letter of Offer. Payment of tuition fees in full or in part indicates that such an agreement exists between the student and the Institute of TAFE Tasmania.

Refunds

TAFE Tasmania will refund tuition fees, within fourteen (14) working days of receipt of notification of withdrawal or of determination of eligibility for a refund, subject to the terms and conditions listed below.

1. Student Initiated Withdrawal

- Where written notice of withdrawal is received by TAFE Tasmania 14 days before the commencement of the course, TAFE Tasmania will refund 75% of the fee instalment due in the current semester less any agent's fee already paid.
- Where written notice of withdrawal is received by TAFE Tasmania less than 14 days before the commencement of the course, TAFE Tasmania will refund 50% of the fee instalment due in the current semester less any agent's fee already paid.
- Where a student has paid yearly in advance and where written notice of withdrawal is received by TAFE Tasmania 14 days before the commencement of the course, TAFE Tasmania will refund 75% of the fee instalment due in the current semester, and 100% of any fee instalment paid in advance.

- Where a student has paid yearly in advance and where written notice of withdrawal is received by TAFE Tasmania less than 14 days before the commencement of the course, TAFE Tasmania will refund 50% of the fee instalment due in the current semester, and 100% of any fee instalment paid in advance.
- TAFE Tasmania will refund fees in extenuating circumstances or on compassionate grounds as determined by the General Manager, Client Relations.
- No refunds, other than that provided for at 1(v) will be provided after the completion of the third teaching week of the term or semester for which the refund is sought.

2. Other

TAFE Tasmania will refund all tuition fees, less \$175.00 administration charges; in the event of a refusal by the Australian Government authorities to grant a visa (proof of refusal must be provided).

3. TAFE Tasmania Default

- TAFE Tasmania will refund all tuition fees within 14 days in the event of a cancellation of a course by TAFE Tasmania.
- If the course does not start on the agreed starting date and the student withdraws prior to the starting date, TAFE Tasmania will refund all tuition fees within 14 days.

4. Students with Visas other than Student Visas

Overseas visitors who are holders of visas other than Student Visas are eligible to enrol in TAFE Tasmania courses that are no longer than twelve (12) weeks duration. If holders of such visas withdraw from a course after it has commenced, they will not be eligible for a refund except for:-

- Where the provision at 1(v) apply
- Cases where the visitor has been previously enrolled in TAFE Tasmania as a student within the past twelve (12) months.

5. Additional Information

- Documentary evidence must be provided in support of an application for a fee refund, which should state name, date of commencement and reason for withdrawal.
- Cancellation of Enrolment – TAFE Tasmania reserves the right to cancel the enrolment of a student whose attendance falls below 80%; no refund of fees will be given.
- Transfers to other educational institutions will be granted only in exceptional circumstances. Any money transferred to other educational institutions will be in accordance with this refund policy.

Note:

Under the visa conditions of the Department of Immigration, Multicultural and Indigenous Affairs, students must study with the education provider at which they were originally enrolled, for the first 12 months or the duration of the course, if the course is for less than 12 months. Students may apply to the Department of Immigration to change provider during the first 12 months, however permission to change provider will only be granted in exceptional circumstances.



Contact:

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Every effort has been made for the contents of
this publication to be accurate.

