



Partner Fact Sheet - 2020 Academic Year

Monash University – Monash Abroad

Postal Mailing Address:

Monash Abroad
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Monash University
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MonashAbroad.InboundStudents@monash.edu

Opening hours: 10:00am - 4:00pm (Monday to Friday) EST

After hours emergency contact: Monash Security +613 9905 3333

Inbound student [information](#)

Key staff

Senior Manager, Global Student Mobility

Rachel Wellam rachel.wellam@monash.edu

Interim Program Manager, Learning Abroad

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Senior International Education Coordinator

Gina Friedman (program management, agreements, balances, fee-paying Study Abroad) gina.friedman@monash.edu

International Education Coordinator (inbound)

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Exchange or fee-paying Study Abroad

Students coming on an [Exchange](#) with a reciprocal agreement in place with Monash and non-partner [fee-paying Study Abroad](#) students follow the same processes for admission as outlined below.

Eligibility

To be eligible for admission to Monash for Exchange or Study Abroad, students must have:

- completed at least one year of full-time study at their home university by the time of arrival at Monash (variable for postgraduates);
- achieved one of at least a 60% overall average or a minimum Grade Point Average (**GPA**) of 3.0 in a 4.0 scale, or a 'C' average in the European Credit Transfer System (ECTS) or the home institution equivalent;
- met the [Monash English language requirements](#); and
- be nominated by their home institution

Nomination process

Please nominate your students via this [link](#) for students wanting to begin their study in Semester 1, 2020. There is no deadline to nominate students but students must be nominated in order for us to send the invitation to apply so please note the application deadline below. Complete a nomination for **each individual student**.

Application deadline for students commencing in Semester 1 (February – June):

Tuesday, 15 October, 2019

If you think you will have difficulties meeting this deadline please contact the Inbound International Education Coordinator immediately.

Note: The nomination link changes each semester so do not save it in your bookmarks. Please do not share this link with students directly.

Monash Abroad application form

Once you have submitted the nomination, Monash Abroad will email the nominated student, copy in the nominated home institution coordinator, and invite them to complete the Monash Abroad application form. They are instructed to send applications and all supporting documentation by scan/email (one PDF file less than 5MB) to MonashAbroad.InboundStudents@monash.edu

Applications from students who have not been nominated will not be accepted. Incomplete applications, without an explanation, will not be processed.

What to study

Monash offers students the option to enrol across all 10 of its faculties. Refer students to [study options](#) to start researching the unit offerings at Monash.

Using the Handbook's [browse units tool](#) students can filter units by level, campus, faculty, teaching period, or to select units without prerequisites. All students (*with the exception of Undergraduate Faculty of Law*) must select units with a code number prefix of 1, 2 or 3 only. This corresponds to 1st, 2nd and 3rd year e.g. MGC1010 is a 1st year unit. Only undergraduate Faculty of Law students will select units with a code number prefix of '4'. Units with a code number prefix of '5' are postgraduate units and are available only to students enrolled in a postgraduate degree at their home institution. Non-Law units with a code number prefix of '4' are honours level and are not available to Exchange and Study Abroad students.

All students will need to adhere to the [academic considerations website](#) when selecting units at Monash University, as they relate specifically to units taught in that faculty.

Next steps

After Monash Abroad receives the completed application the student will receive an application receipt email. Once the application and supporting documentation has been assessed as complete and eligible, a second Application Acknowledgement email will be sent with the Monash University ID number and next steps in the admission process (including accommodation application). The study plan will be sent to the relevant faculty(ies) for approval of the units they have selected. Once at least 3 units have been approved, Monash Abroad will email the student with an offer of a place, which includes the International Student Course Agreement (ISCA).

Once the student accepts the offer by completing the acceptance form, paying for their Overseas Student Health Cover (OSHC) where relevant, and returning the form and evidence of the OSHC to Monash Abroad, they will be issued with a Confirmation of Enrolment (CoE), the document they need to apply for their student visa.

Housing

Monash Abroad will email the student with instructions about accommodation options and how to apply online for on-campus accommodation in the Exchange or Study Abroad Application Acknowledgement.

On-campus accommodation

Students should *not* apply directly to Monash Residential Services (MRS) as there is a separate process and allocation of rooms on-campus for Exchange and Study Abroad students.

Off-campus accommodation

Students who choose to live off-campus can receive assistance/advice on searching for rental properties, setting up a share house, things to look out for before they sign a contract, an idea of comparable rental costs, how to budget, and how to get the essentials like internet, gas and electricity connected.

Monash Abroad orientation and enrolment

Monash Abroad hosts a free, compulsory orientation for all Exchange and Study Abroad students each semester. All students will enrol in-person during Monash Abroad orientation week. Students are not able to enrol online or by proxy.

It is important that students advise Monash Abroad if they are unable to arrive by Monash Abroad orientation commencement. Late arrival will be subject to strict faculty approval. Students arriving late without formal faculty permission will not be allowed to enrol and therefore, their program will be voided.

Important dates

Find out more about [key dates](#). Please ensure your students are aware of these dates, particularly when they should arrive in Melbourne.

	Semester One	Semester Two
For students living on-campus*, accommodation contract period	Saturday 15 February to Friday 10 July	Saturday 11 July to Saturday 5 December
Students to arrive on/before	Monday 17 February	Monday 13 July
Monash Abroad Orientation	Tuesday 18 – Friday 21 February	Tuesday 14 – Friday 17 July
Monash ‘O’ Week	Monday 24 February – Friday 28 February	Monday 20 – Friday 24 July
Classes commence	Monday 2 March	Monday 27 July
Mid-semester break	Friday 10 – Friday 17 April (Easter)	Monday 28 September - Friday 2 October
Classes conclude	Friday 29 May	Friday 23 October
Swot vac (study leave, no classes)	Monday 1 – Friday 5 June	Monday 26 October – Friday 30 October
Exam period	Monday 8 – Friday 26 June	Monday 2 – Friday 20 November

* On-campus accommodation contract dates are for Monash University Residential Village – longer contracts are in place for Urban Community.

Visa

When the students have their CoE they apply for a [student visa \(subclass 500\), Non-Award Sector](#). It is important, and the students' responsibility, to understand fully their obligations and responsibilities when applying for a student visa. *Students are advised not to book non-refundable travel until their visa has been issued.*

Overseas Student Health Cover (OSHC)

[OSHC](#) is insurance to assist international students in meeting the costs of medical and hospital care that they may need while in Australia. OSHC will also pay limited benefits for pharmaceuticals and ambulance services. It is a condition of student visas that visa-length OSHC be purchased and maintained for the duration of that visa. Failure to purchase OSHC will result in students being non-compliant with their student visa requirements. Students will be required to purchase OSHC when accepting their offer for Exchange or Study Abroad. More information will be provided with the offer.

Travel insurance

We strongly encourage students to take out comprehensive travel insurance before they leave for Australia as their OSHC will provide only basic medical and hospital cover whilst in Australia and does not cover any travel related claims. The OSHC does not cover students while travelling to or from Australia, their personal belongings or if they have an emergency and need to return home urgently.

Living costs

Information about living costs in Melbourne for international students can be found [here](#). This information is primarily for international students completing full three-year degrees at Monash so there may be some variations for Exchange and Study Abroad students. You can also get an idea of living costs in Melbourne [here](#).

Employment

Holders of Australian student visas can work part-time for up to 40 hours per fortnight, paid or unpaid, during the semester and full-time after exams have concluded. The visa work regulations place no restrictions on the type or nature of work that the student engages in and can be on or off-campus. Most students find part-time work in the service and hospitality industries.