

# Study Abroad and Exchange

Victoria, Australia

Your step-by-step guide to admission at  
Deakin University and FAQs

[deakin.edu.au/studyabroad](http://deakin.edu.au/studyabroad)



## Step 1: Nomination

You must be nominated by your Home University to Deakin University, one month prior to the application deadline.

## Step 2: Application

1. Prepare your documents - copy of passport, transcript in English, proof of meeting English requirement (if applicable); you will be prompted to upload scanned copies of these documents when you apply online
2. Complete online application at [deakin.edu.au/international-students/study-abroad-and-exchange/how-to-apply](http://deakin.edu.au/international-students/study-abroad-and-exchange/how-to-apply); also fill out the questionnaires (Application, Beach Welcome Program, Housing Preference) on the online form
3. Email Deakin Abroad ([deakin-inbound-sae@deakin.edu.au](mailto:deakin-inbound-sae@deakin.edu.au)) to advise us that your application is complete, and we will begin processing your application.

## Step 3: Offer

If all the required documents and information is complete, an Offer Letter will be issued within four weeks after the application deadline. We will contact you if further documentation is needed.

**Exchange Program:** Offer Letter and Confirmation of Enrolment (CoE) will be issued together once admission is completed.

**Study Abroad Program:** Offer Letter will be issued once admission is completed.

## Step 4: Acceptance

**Exchange Program:** Accept by completing the 'Offer Acceptance' and 'Payment of Fees' forms, and by providing proof of payment for Overseas Student Health Cover (OSHC) and the Beach Welcome fee.

**Study Abroad Program:** Accept offer by completing 'Offer Acceptance' and 'Payment of Fees' forms, and by providing payment proof for OSHC, AUD\$1000 Tuition Fee deposit and the Beach Welcome fee. A CoE will be issued when these are received.

## Step 5: OSHC

The OSHC policy letter will be sent to you within 3-5 business days after your offer acceptance.

## Step 6: Visa

You will need your OSHC policy and CoE to apply for Student Visa.

Apply for **Student Visa Subclass 500 - Non Award Sector** online: [www.homeaffairs.gov.au/trav/visa-1/500-](http://www.homeaffairs.gov.au/trav/visa-1/500-).

## Step 7: Accommodation

**On-campus:** On-campus residence rooms will be allocated 6-8 weeks after the application deadline. Successful candidates must complete on-campus residence application and pay a deposit to secure a room before nominated deadline.

**Off-campus:** Off-campus accommodation guidelines will be sent out 6-8 weeks after the application deadline.

## Step 8: Arrival

**Online enrolment:** Instructions will be sent out 4 weeks prior to commencement of trimester. Students can change pre-selected units by submitting Enrolment Detail Variation Form to relevant faculty.

**Airport pickup:** We offer a complimentary airport pickup service for your first arrival. Please register 3 business days prior to ensure a pickup. You will be required to complete an online registration before the nominated deadline.

# Frequently asked questions

1. Where can I find descriptions of terms used in Australian education and at Deakin University?

For a complete list of terms, please refer to Deakin's Glossary on [deakin.edu.au/glossary](http://deakin.edu.au/glossary).

**Unit:** A uniquely coded and titled course component carrying a specific value towards the award. One unit is equivalent to a quarter of a Deakin trimester workload. Students enrol in the required number of units (see Q16) and are then expected to complete the set of academic tasks specific to that unit. A unit is commonly referred to as 'subject'.

**Course:** A set of units [or a higher degree by research program] approved by the Deakin Academic Board. Upon satisfactory completion of a course, a student will qualify for an award of the University.

**Unit guide:** A reference with specific information about academic tasks, assessments and instruction about a unit.

2. How do I apply for a Study Abroad or Exchange Program at Deakin University?

After being nominated by your Home University, you must complete the Study Abroad and Exchange Application online before the deadline: [deakin.edu.au/international-students/study-abroad-and-exchange/how-to-apply](http://deakin.edu.au/international-students/study-abroad-and-exchange/how-to-apply). Please start by creating a 'Profile', followed by completing the 'Application', 'Beach Welcome Program' and 'Housing Preference' sections under 'Questionnaires'.

3. What is the Beach Welcome Program? Is it compulsory?

The Beach Welcome Program is a two-day-one-night welcome trip to Lorne on the Surf Coast designed for you. Attendance is not compulsory, but it is a great event where you meet other students. Learn more at [deakin.edu.au/beach-welcome](http://deakin.edu.au/beach-welcome).

4. What are the English language requirements for admission into Study Abroad and Exchange programs at Deakin?

See [deakin.edu.au/english-language-requirements](http://deakin.edu.au/english-language-requirements) for more. Units from Creative Writing, Education, Law, Nursing or Social Work, have a higher English requirement. Students from English-speaking countries, however, are exempt. We will confirm this at the time of admission.

5. How can I be supported if I have a disability or a medical condition?

If you have marked 'Yes' to the disability/medical condition question on the online application, we will be in touch with you directly about the next steps. For more information see [deakin.edu.au/disability-services](http://deakin.edu.au/disability-services).

6. Where can I find the units/subjects offered at Deakin?

All units are listed in Deakin's Handbook: [deakin.edu.au/handbook](http://deakin.edu.au/handbook). Enter keywords in the 'Search' option to find your preferred unit/s. Please also check if the unit is offered in the trimester and at the Deakin campus you wish to study.

7. Where can I get a detailed academic guideline (or syllabus) of my preferred unit/s for course-mapping at my Home University?

Please request it online: [deakin.edu.au/students/enrolment-fees-and-money/university-handbook/archived-unit-guides](http://deakin.edu.au/students/enrolment-fees-and-money/university-handbook/archived-unit-guides).

8. When will I receive my offer?

The Offer Letter will be issued 4 weeks after the application deadline.

9. Why does the Beach Welcome Payment page not recognise my Student ID?

Please put 'ST' before your student ID when making the payment online.

10. Can I purchase OSHC (Overseas Student Health Cover) elsewhere; that is, not via Deakin?

You are welcome to purchase OSHC on your own. If you choose to do so, please inform us in advance and send us a copy of your

provider's policy letter once you receive it. Citizens from certain countries do not need OSHC. See [www.homeaffairs.gov.au/trav/stud/more/health-insurance-for-students](http://www.homeaffairs.gov.au/trav/stud/more/health-insurance-for-students) for more.

11. Do I need to apply for a Student Visa, or will another visa do?

Please apply for a Student Visa Subclass 500 – Non-Award Sector. It is your responsibility to obtain the appropriate visa for a Study Abroad and Exchange program at Deakin.

12. When can I buy flight tickets?

We recommend you book flight tickets *after* your visa is granted.

13. What should I do if my visa is not granted on time?

For any visa-related enquiry, please contact the Australian Government's Department of Home Affairs: [www.homeaffairs.gov.au/about/contact/make-enquiry/general](http://www.homeaffairs.gov.au/about/contact/make-enquiry/general).

If you are unable to arrive on time for your first lecture, please contact us and the Deakin faculty immediately so we can make considerations if needed, as your non-attendance may impact your academic record.

14. What if my on-campus accommodation application is unsuccessful?

On-campus accommodation is allocated on a first-come-first-served basis. The sooner you submit your housing preference on the online application, the higher the chance of securing a room. If you haven't been successful in the first allocation round but would still prefer a room on campus, you can be wait-listed for the subsequent rounds. However, we cannot guarantee on-campus accommodation as it is in high demand.

15. What happens in the Orientation Sessions? Is it compulsory to attend Orientation?

Orientation is compulsory for all Study Abroad and Exchange students. It takes place during the week before lectures begin. At these sessions, useful information on Deakin services, facilities and enrolment is shared. In case you wish to change units, you can submit your Enrolment Details Variation Form at this session.

16. How many units/credit points should I enrol in at Deakin?

At Deakin, 1 Unit (Subject) = 1 Credit Point generally.

If you are an exchange student (course code X009), you must enrol in a minimum of 3 credit points or a maximum of 4 credit points per trimester.

If you are a fee-paying study abroad student (course code X053), you must enrol in 4 credit points;

If you are a fee-paying study abroad student (course code X055), you must enrol in 3 credit points.

17. Can I study any units online?

Yes, you can. You can take a maximum of 1 credit point in online mode, the remainder of your study load needs to be on-campus. You will still need to enrol in the required number of units (listed in the previous question).

18. Can I change the units that I have chosen after I receive the offer?

Yes. Please complete and submit your Enrolment Details Variation Form to your Deakin faculty by email *alongwith* approval of your Home University. Alternatively, you can hand in the form in person at Orientation or Student Central once you are here. The form can be found here: [deakin.edu.au/\\_\\_data/assets/pdf\\_file/0006/573306/Enrolment-Variation-Form.pdf](http://deakin.edu.au/__data/assets/pdf_file/0006/573306/Enrolment-Variation-Form.pdf).

19. How can I obtain my academic transcript from Deakin upon completing my program?

If you are a student from one of our partner universities, your transcript will be sent directly to your Home University after the results are released. If you are not from a partner university and are an independent fee-paying study abroad student, your transcript will be sent to the address you nominated in your online application.