

Dates for your Calendar

- ◆ Mass will be celebrated on Monday, Wednesday and Thursday this week at 12.40pm in the CIS chapel
- ◆ Saturday 11 August - Friends of Veech Library Free Event:
'Behind the Scenes At The Veech Library'
Session 1 - 11am
Session 2 - 1.30pm

(To book your session, please contact the Veech Library via email: veechlibrary@cis.catholic.edu.au or call: 9752 9530)
- ◆ Saturday 18 August - Study Skills Morning
9:30am - 12:30pm
- ◆ Tuesday 18 September 6:30pm - Friends of Veech Library Event:
Dr Jennifer Carpenter on
'The Medieval Manuscript'
- ◆ Saturday 13 October 10am - 3pm - Veech Library Annual Book Sale
Library Car Park
- ◆ Wednesday 14 November 10:30am - Friends of Veech Library Event:
Dr John Luttrell on
'Cardinal Gilroy'

STUDY SKILLS MORNING

Led by: Dr Rohan Curnow and Dr Robert Andrews

SATURDAY 18 AUGUST 2018 (Lecture Room 3)

9.30am — 12.30pm

RSVP by Thursday 16 August at the Registry Office.

All welcome! A great opportunity for new students. Content will include how to write an essay through every step of the way, from the essay question to the finished product, analysing the essay question, preparing a mind-map, researching the essay, planning to use the material to answer the question, proper documentation of sources and editing the essay and computer use in essay writing.

STUDY SKILLS MORNING

I will be attending the study skills morning on Saturday 18 August 2018

NAME:

PHONE No:

Please return to Mary Cassar (Registry Office) by Thursday 16 August, 2018



B POINT

Bill Payment



From the Registrar

There are three things I'd like to bring to your attention now that we are at the beginning of Week 2.

First, please keep in mind that whilst it is possible to drop a course unit up until 4:00pm on the Friday of Week 4 (i.e., before census date) without either academic or financial penalty, after Week 4 dropping a unit is no longer possible. In exceptional cases a Withdrawal without Academic Penalty may be granted by the CIS Academic Board. Do note, however, that even if a Withdrawal without Academic Penalty is granted, tuition fees are forfeited. (See Section 7 of the CIS Academic Regulations. The regulations are available from the registry shelves and the CIS website).

Secondly, as the semester gets underway, each class will be asked to nominate a class representative. The lecturer will provide this name to the Registry so that we can keep a log of who might enjoy this responsibility. The class representative:

- ◆ Plays an organisational and communication role when the class needs to act as a whole.
- ◆ Acts on behalf of the class to bring to the attention of the lecturer, or the Academic Dean, any area of concern that the class might have concerning the conduct of the course unit.
- ◆ Ensures that **all members of the class** help to maintain the cleanliness of the student common areas particularly at the end of breaks within lectures and at the end of the lecture period by:
 - ◆ Gathering up any used cups/glasses left in the student common areas;
 - ◆ Loading the dishwasher/s in the student common areas;
 - ◆ Wiping down the benches in the student common areas; and,
 - ◆ Making sure biscuits aren't left out of their container (science has proved they go stale AND they don't grow on trees).
- ◆ At the end of the semester, gathers the Student Evaluations distributed by the lecturer and presents these to the Registry Office.
- ◆ Liaises with the class and the lecturer about the possibility of a social gathering for the class at the end of the semester

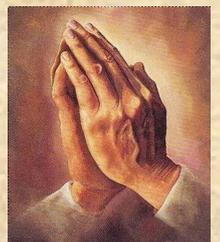
The role is an important contribution to the life of the Institute and is not meant to be onerous. We thank those who have agreed to take on the role for the coming semester.

Thirdly, I'd like to promote the Academic Study Skills session that will be held at CIS on Saturday 18 August 2018. This half day course will commence at 9.30am and will be conducted by Dr Robert Andrews and Dr Rohan Curnow. This is an excellent opportunity for students to brush up on their academic writing and information seeking skills. If you would like to attend this session or it has been recommended to you, please RSVP to the registry by 5:00pm on 16 August 2018.

Best Regards

Jason Israel

The CIS community prays for the repose of the soul of Fr Paul Ryan, whose funeral is this week. Fr Paul was a member of the teaching staff of the Catholic Institute of Sydney from 1963 until 1981. Over those years he taught Philosophy, concentrating on the existence of God, and on modern European philosophy. Several generations of students benefitted from his knowledge and wisdom. He was appointed parish priest of St Martha's Strathfield in 1988 and remained so until his retirement in 2011.



May he rest in peace.