

REGISTRATIONS FOR 2021 SUMMER INTENSIVES/EXTENSIVES AND 1ST SEMESTER

Registration Week 13
2nd to 5th November

For Semester 1, 2021, the registration procedure is:

- Rather than our usual appointment process, students **are required to make their unit selections online**. This *can* be done by completing the registration form found in CIS Online on the 'Student Resources Page'. Here is a link to it: <https://cis.edu.au/course/view.php?id=94>
- Delivery mode of classes for semester 1, 2021 is uncertain. CIS will endeavour to have as much time as possible face-to-face, and students should expect to have to be on campus. But the exact structure of the semester will depend on NSW Health advice. Mixed mode is likely. Final format will be decided in late January – early February next year.
- Students will need access to Zoom and the internet for all course units.
- The Dean of Studies at each seminary is the designated student advisor for seminarians. Seminarians **do not** need to register online unless directly advised to.
- There is a place to confirm your address and email address, please take a moment to complete this to ensure we have the correct details.
- Students on International Student Visas **MUST** contact Dr Rohan Curnow or Mr Jason Israel to ensure their visa conditions are met by emailing directly registrar@cis.catholic.edu.au
- You will need to **check the unit prerequisite checklist** before registering to ensure that you meet the unit requirements.
- To obtain an unofficial copy of your study record from the Registry Office, please email registryoffice@cis.catholic.edu.au with your request including your student number and it can be emailed to you.
- All students, especially those nearing the end of their course should check that they are on track to fulfil their course requirements (not only total credit point value). Details can be found here: <https://scd.edu.au/courses/> and there are links on our website. Any queries to registrar@cis.catholic.edu.au
- If a student require special assistance with registration, they can organise to schedule an online Zoom or phone appointment during registration week, this can be done by contacting the Registry Office on
- 02 9752 9501 or registryoffice@cis.catholic.edu.au
- Students in Ecclesiastical degrees (S.T.B or S.T.L) will need to contact Dr Rohan Curnow
- **After correctly submitting your registration it will be processed by the registry and you will receive a Confirmation of Enrolment at least one week before your course unit begins.**

Please note the following:

- Registrations will **not** be accepted by email or by phone.
- Should you wish to register into a Research Project, or a Research Essay, or another form of independent guided study, you are required to complete one of the Special Registration Application forms. These are available online. The Registry will confirm that you are eligible after submission.

Registrations for Summer Intensive Units close on 4th of December, 2020.

Registrations for Semester 1, 2021 units close on 15th January, 2021.

Late Registrations by continuing students are possible and subject to a \$100 Fee.

The viability of those course units taught by sessional lecturers is determined on the closing dates for Registration. Should cancellation of a course unit occur you will be contacted by the Registry to make an alternate choice. This is also occur for incorrectly submitted registration forms.

Jason Israel
Registrar



Access to your future course material will be through our CIS Online system using the same login details. Please advise the Registry if you change to your email address.

19/10/2020
23/20



FAREWELL RHONDA

Rhonda Shorter one of our dedicated Library staff will be leaving the Veech Library on Friday 16th October to take up an opportunity at the Historic Houses Trust of NSW.

Rhonda commenced at CIS in January 2014 and has taken on various roles in the Library during this time, including cataloguing the church music collection, acquisitions, cataloguing, customer service and Library Management Systems administration, just to name a few of the roles she has carried out during her six years at CIS.

We thank Rhonda for her dedicated commitment to CIS and in particular to the Veech Library, and we wish her success in her new role and abundant blessings for the future.

Mass will be celebrated on Wednesday and Thursday this week at 12.40pm

VEECH LIBRARY

QR Check-In now available in the Veech Library and Study Area.



Use the Service NSW app 
to check in before entering

We're helping keep our community safe
with contactless check-in

It's easy to check in

- 1 Download the Service NSW app
- 2 In the app, select 'COVID Safe Check-in'
- 3 Follow the prompts
- 4 Show a staff member that you've signed in.

We respect your privacy

When you scan the QR code, the only personal information sent to Service NSW is your Customer ID, the location of the business you are visiting, time and the date of your visit. The business will not see or collect this information and it will only be used for contact tracing. We only keep this information for 28 days unless required for contact tracing related to a COVID-19 hotspot. Please refer to the collection notice in the app for more information.



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