

# SECTION 2

## Pre-Arrival

[www.cis.catholic.edu.au](http://www.cis.catholic.edu.au)

SCD CRICOS 02948J

## Section 2: Pre-Arrival

### Application Step by Step Process Model

#### Introduction to Australia

- Introducing Sydney
- Introducing The Catholic Institute of Sydney

#### Arranging Visas

- Department of Home Affairs
- DFAT
- Migration Agents
- Education Agents
- Visa Conditions

#### Arranging Travel

- Documents
- What to Bring
  - Seasonal Considerations
  - Clothing
  - Other Items You Might Need to Include
    - Bringing Your Computer
    - Mobile Phones & Laptops
- On your Flight
- Entry into Australia
  - Australian Immigration
  - Baggage Claim
  - Detector Dogs

- Australian Customs & Quarantine

- Arrivals Hall

#### Getting from the Airport

- Train
- Public Buses
- Shuttle Buses
- Taxis
- Airport Reception Service

#### Keeping in Contact

#### Accessing Money

- How Much to Bring
- Currency Exchange
- Electronic Transfer
- ATMs
- Credit Cards

#### Arranging Accommodation

#### Temporary Accommodation

- Hotels, Motels & Backpackers
- Staying with Friends or Family

#### Bringing My Family

- Issues to Consider

#### Child Care

#### Schools

- State Schools
- Independent Schools

# Application Step-by-Step Process Model:



# Introduction to Australia



## Some Important Information about Australia

[https://immi.homeaffairs.gov.au/support-subsite/files/life-in-australia/lia\\_english\\_full.pdf](https://immi.homeaffairs.gov.au/support-subsite/files/life-in-australia/lia_english_full.pdf)

## Some important information about the Australian Government

<http://www.australia.gov.au/about-australia>

## About Tourism in Australia

<http://www.tourism.australia.com/>

# Introducing Sydney



**Sydney** is the most populous city in Australia, with a metropolitan area population of approximately 4.34 million (2008 estimate). It is the state capital of New South Wales, and was the site of the first British colony in Australia. It was established in 1788 at Sydney Cove by Arthur Phillip, admiral of the First Fleet from Britain. A resident of the city is referred to as a Sydneysider.

Sydney is situated on Australia's south-east coast. The city is built around Port Jackson, which includes Sydney Harbour, leading to the city's nickname, "the Harbour City". It is noted for the Sydney Opera House and the Harbour Bridge, and its beaches. The metropolitan area is surrounded by national parks, and contains many bays, rivers and inlets. It is listed as a beta world city by the Loughborough University group's 1999 inventory and ranked 16th among global cities by *Foreign Policy's* 2008 Global Cities Index. The city has hosted international sporting events, including the 1938 British Empire Games, 2000 Summer Olympics and the final of the 2003 Rugby World Cup. The main airport serving Sydney is Sydney Airport.

Sydney is one of the most multicultural cities in the world, which reflects its role as a major destination for immigrants to Australia. According to the Mercer cost of living survey, Sydney is Australia's most expensive city, and the 15th most expensive in the world. Sydney also ranks among the top 10 most liveable cities in the world according to Mercer Human Resource Consulting and *The Economist*.

An extract from [http://en.wikipedia.org/wiki/Sydney#cite\\_note-9](http://en.wikipedia.org/wiki/Sydney#cite_note-9)

## See also

<http://www.cityofsydney.nsw.gov.au/>

# Introducing Catholic Institute of Sydney



## Mission Statement

The Catholic Institute of Sydney seeks to be a community of faith and learning, a community whose members work together through scholarship and service to bring the Gospel into dialogue with Australian Culture.

In order to realise its mission, the Catholic Institute of Sydney promotes study in theology, philosophy, and the humanities; it draws upon and develops the intellectual and spiritual heritage of the Catholic Church and the wider Christian tradition; it is enriched by its participation in the Sydney College of Divinity; and it values and learns from other religious traditions.

Catholic Institute of Sydney is committed to the pursuit of excellence, intellectual integrity, and academic freedom. In all its relationships, it is dedicated to co-responsibility, justice and equity.

## Life at the Catholic Institute of Sydney

With the support and encouragement of all its members, the Catholic Institute of Sydney (CIS) seeks to develop a spirit of friendship and welcome.

All are encouraged to share in the various aspects of CIS life, such as daily Mass, social functions, and the management of day-to-day activities.

The classroom is a place of teaching and learning where views may be freely expressed and experiences shared within the limitation of the aims of the course.

The relationship between students and teachers extends beyond the classroom. Students are welcome to consult teachers outside the classroom when particular needs or difficulties arise.

From time to time during the year CIS offers public lectures on contemporary issues of interest to the Christian community and Australian society.

## Government

Government of CIS is both personal and collegial.

The *Chancellor*, who is the Archbishop of Sydney, fosters the Catholic Institute of Sydney, promotes its progress and safe-guards its legitimate autonomy within the local and universal Church. He presides at meetings of the *Senate*. This collegial body meets to consider matters which are relevant to the common good of CIS.

The *Senate* is responsible for the ordinary government of the Catholic Institute of Sydney and promotes its vitality. Its meetings are chaired by the *Chancellor*

The *President* is the chief academic and administrative officer of CIS. His functions include fostering the unity and progress of the Institute encouraging initiative in teaching and research, and conducting the ordinary administration of CIS.

The *CIS Academic Board* monitors the academic affairs of the Institute and determines the courses to be offered. Its meetings are chaired by the *Academic Dean* who is responsible for the academic programmes of CIS.

## Ecclesiastical Status

The Catholic Institute of Sydney is recognised in two jurisdictions. As an ecclesiastical faculty, it has been canonically erected by Papal authority through the Congregation for Seminaries and Universities to teach the sacred sciences and to confer the Baccalaureate, Licence, and Doctorate of Sacred Theology. The Apostolic Constitution of Pope John Paul II, *Sapientia Christiana*, provides the

universal law for ecclesiastical faculties. The statutes and regulations of each faculty are expected to take account of the "varying local conditions and the university customs obtaining in each region".

### **Civil Status**

The Catholic Institute of Sydney, like all tertiary institutions in New South Wales, is subject to the appropriate civil authorities, namely the Director of Recognition Services, Department of Education, Training & Youth Affairs. It relates to this body as a member of the Sydney College of Divinity.

### **Accreditation**

Both undergraduate and graduate programmes are approved by the Australian Council of Tertiary Awards and the New South Wales Ministry of Education, and are taught by CIS as a Member Institution of the Sydney College of Divinity. A new five year programme of studies has been approved, commencing 2008

### **Sydney College of Divinity**

In 1983 the New South Wales Higher Education Board approved the incorporation of the Sydney College of Divinity (SCD), in which Catholic Institute of Sydney was one of the six founding Member Institutions. At this time a Bachelor of Theology programme was accredited retrospectively to the commencement of studies in 1982. CIS continues to be a strong member of the SCD and over the years since its formation has experienced the deepening of relationships with other Member Institutions.

## Arranging Visas:



Most international students wanting to study in Australia require a **student visa**. Some other visa holders are also eligible to study as international students in Australia. Many students apply for a visa themselves on-line or via the Australian Diplomatic Mission in their country. The visa application process can be complicated and for students from some countries it may be better to submit an application with the assistance of an accredited agent due to their familiarity and experience in the field. You should check with the education provider in Australia for their accredited agents in your country.

In order to apply for a visa you will need a **valid passport**, an **electronic Confirmation of Enrolment (eCoE)** and any **other documentation** required by the Australian diplomatic post with which you lodge your application. For example, if you are under 18 you must have a completed **CAAW form** to ensure your accommodation and welfare is approved by your education provider.

You must ensure to **allow enough time** for processing between lodging your application and the start of your academic program, as it can be a lengthy process depending on your country of origin.

### Department of Home Affairs

The Australian Government's Department of Home Affairs provides comprehensive information about student visa requirements and the application process, as well as application document checklists to assist you with your application. Visit <https://immi.homeaffairs.gov.au/> for the latest information.

### Department of Foreign Affairs and Trade

The Department of Foreign Affairs and Trade website, <https://dfat.gov.au/about-us/our-locations/missions/pages/our-embassies-and-consulates-overseas.aspx>, has a comprehensive list of Australian embassies, high commissions, consulates and representative offices around the world.

### Migration Agents

A migration agent can assist you in submitting your visa application and communicate with the Department of Home Affairs on your behalf, but please note that **you do not need to use a migration agent** to lodge any kind of visa application.

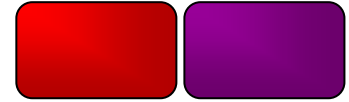
### Education Agents

Education agents promote various Australian education programs and institutions internationally and are a good way for students to apply to study in Australia. Agents are experienced in making international student applications and applying for visas. Most

speak both English and the local language so this makes the application process a lot simpler and generally hassle free for students and parents. Most do not charge for their service as they collect a commission from the institution you choose to attend. However, some agents do charge small amounts or offer additional services for which they charge. You can check with your Australian education provider for contact details of agents they recommend.

**Please Note: Although able to assist in completing education and visa applications, Education Agents are NOT licensed to provide migration advice.**

## Visa Conditions:



If you are granted a visa, you must abide by its conditions. Failure to comply with these conditions could result in the cancellation of your visa. These conditions include (but are not limited to):

- Complete the course within the duration specific in the CoE
- Maintain satisfactory academic progress
- Maintain approved Overseas Student Health Cover (OSHC) while in Australia
- Remain with the principal education provider for 6 calendar months, unless issued a letter of release from the provider to attend another institution
- Notify your training provider of your Australian address and any subsequent changes of address within 7 days.

For a full list of **mandatory** and **discretionary** student visa conditions please visit <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500#Overview>



# Arranging Travel:



You will need to make your own travel arrangements to Australia. Please try to arrive at least 1-2 weeks before the start of the Academic Semester to allow enough time for settling-in, adjusting to the climate and overcoming jet-lag.

You should fly into Kingsford Smith International Airport which is the closest international airport to Sydney. Visit <http://www.sydney-airport.net/> Sydney is located 10 kms from Kingsford Smith International Airport.

## Documents

You should prepare a folder of **official documents** to bring with you to Australia, including:

- Valid passport with Student Visa
- Offer of a place / admission letter from The Catholic Institute of Sydney
- Confirmation of Enrolment (eCoE) issued by The Catholic Institute of Sydney. Receipts of payments (e.g. tuition fees, OSHC, bank statements etc.)
- Insurance policies
- Original or certified copies of your academic transcripts and qualifications
- Other personal identification documents, e.g. birth certificate, ID card, driver's licence
- Medical records and/or prescriptions
- CAAW if you are under 18 years of age.

If you are travelling with your family you will need to include their documents as well. **Keep all documents in your carry-on luggage.** In case you lose the originals, make copies that can be left behind with family and sent to you.

## What to Bring

Students are often surprised by how strict Australian Customs Services and quarantine can be. If you're in doubt about whether your goods are prohibited or not, **declare it anyway** on the Incoming Passenger Card which you will receive on the plane. Students have received on the spot fines for not declaring items. Visit the Australian Quarantine and Inspection Service (AQIS) homepage [www.aqis.gov.au](http://www.aqis.gov.au):

- Read "**What can't I take into Australia?**"
- And also let your family and friends know "**What can't be mailed to Australia?**"

Baggage allowances flying into Australia will vary according to your carrier, flight class and country of origin. Please check with your carrier prior to departure. Economy passengers are generally permitted 1 x checked luggage (35kg) and 1 x carry-on (7kg) for international flights, but only 20kg of checked luggage on domestic flights within Australia. This will significantly limit the amount of things you can bring, especially if

you will fly within Australia to get to your final destination. Therefore, it is essential to think the packing process through very carefully. You will be able to purchase most things upon arrival in Australia but the price may be higher than in your own country.

### **Seasonal Considerations**

Summer in Australia is from December to February, autumn from March to May, winter from June to August, and spring from September to November. For most of the country the hottest months are January and February.

If you arrive in June or July, the coldest months of the year, you may need to bring or buy winter clothing and blankets. You may also need to purchase a heating appliance once you arrive.

### **Clothing**

On most campuses, students usually dress informally. Jeans or slacks with t-shirts or blouses, sneakers or "running shoes" are almost standard dress. Shorts are often worn during the summer months and sandals are the most common footwear. It is acceptable for both men and women to wear shorts and sleeveless t-shirts. This is common during the hotter months.

A sports coat or suit and tie for men and appropriate dress for women is necessary for some functions such as formal dinners, a graduation ceremony, student dances or balls. For festive occasions, you may want to bring traditional dress and accessories.

Most primary and secondary school students will be required to wear a school uniform to classes and other school activities. You should check with your education provider what is included in the uniform package.

### **Other Items You Might Need to Include (most can also be purchased in Australia)**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> alarm clock                           | <input checked="" type="checkbox"/> scientific or graphics calculator  |
| <input checked="" type="checkbox"/> bath towels, bed sheets, pillow cases | <input checked="" type="checkbox"/> camera                             |
| <input checked="" type="checkbox"/> dictionary (bilingual)                | <input checked="" type="checkbox"/> micro recorder for lectures        |
| <input checked="" type="checkbox"/> small sewing kit                      | <input checked="" type="checkbox"/> spare spectacles or contact lenses |
| <input checked="" type="checkbox"/> music CDs or iPod                     | <input checked="" type="checkbox"/> your optical prescription          |
| <input checked="" type="checkbox"/> sporting equipment                    | <input checked="" type="checkbox"/> photos of friends and family       |
| <input checked="" type="checkbox"/> toiletries                            | <input checked="" type="checkbox"/> swimming costume                   |
| <input checked="" type="checkbox"/> umbrella                              | <input checked="" type="checkbox"/> small gifts from home              |



The standard voltage for electrical items in Australia is 240V. Electric plugs have three flat pins one of which is an earth pin. You may need to buy an adaptor or have the plugs changed when you arrive.

Note: In the picture, the red dot indicates that the switch is on and power is flowing through that socket.

### **Bringing Your Computer**

Bringing a PC or laptop into Australia may be a little more complicated.

Items owned and used for more than 12 months prior to arrival are allowed in tax-free. Proof of the date of purchase and purchase price may be required. Computers which are less than 12 months old and over AUD\$400 may attract Goods and Services tax (GST) at a rate of 10%. Consideration is given as to whether or not you intend to export the computer at the conclusion of your studies.

To satisfy the Customs Officer that you will be taking the computer out of Australia you should bring along a statutory declaration (a written declaration witnessed by the certifying authority in your country) stating that the computer is for use during your studies in Australia, and that you intend to take it back with you when you complete your studies. You may be required to give an undertaking under Section 162 to this effect and provide a cash security to Australia Customs upon arrival.

### **Mobile Phones & Laptops**

If you are considering bringing a mobile phone, laptop, or any communication devices we suggest that you visit the Australian Communications and Media Authority [www.acma.gov.au](http://www.acma.gov.au) before making any purchases. Some students have brought in their own laptops with internal modems only to discover that they were unable to use their modem in Australia. Any external or built-in modems must be **Austel Approved** in order to function in Australia.

## **On Your Flight**

Wear comfortable, layered clothing so that you are able to make adjustments according to the local weather. Remember – if you are flying from a northern hemisphere winter into the Australian summer it will be **very HOT** so wear light weight clothing underneath, and have a pair of sandals or lighter shoes in your hand luggage if you need cooler footwear. Alternatively extra clothing may be required on-hand if flying into the Australian winter season.

Before landing in Australia passengers are given an **Incoming Passenger Card** to fill in. This is a legal document. **You must tick ✓ YES if you are carrying any food, plant material including wooden souvenirs, or animal products.** This includes fruit given to you during your flight. If you have items you don't wish to declare, you can dispose of them in quarantine bins in the airport terminal. Don't be afraid to ask airline staff if you have any questions.

If you are carrying more than **AU\$10,000** in cash, you must also declare this on your Incoming Passenger Card. It is **strongly recommended** however, that you do not carry large sums of cash but arrange for an electronic transfer of funds into your Australian bank account once it has been opened.

## **Entry into Australia**

### **Australian Immigration**

When you first arrive in Australia you will be required to make your way through Australian Immigration (follow the signs for Arriving Passengers as you leave the plane). An Immigration Officer may ask to see your completed Incoming Passenger Card (given to you on the plane) along with your passport and student visa evidence. The Immigration Officer will check your documents and may ask you a few questions about your plans for your stay in Australia.

## **Baggage Claim**

Once you have passed through the immigration checks you will move to baggage claim (follow the signs) and collect your luggage. Check that nothing is missing or damaged. If something is missing or damaged go to the **Baggage Counter** and advise them of your problem. Staff at the Baggage Counter will help you to find your belongings or lodge a claim for damage.

## **Detector Dogs**

You may see a **Quarantine Detector Dog** at the baggage carousel or while waiting in line to pass through immigration, screening luggage for food, plant material or animal products. If you see a detector dog working close to you, please place your bags on the floor for inspection. These dogs are not dangerous to humans and are trained to detect odours. Sometimes a dog will sit next to your bag if it sniffs a target odour. Sometimes dogs will detect odours left from food you have had in the bag previously. A quarantine officer may ask about the contents of your bag and check you are not carrying items that present a quarantine risk to Australia.

## **Australian Customs and Quarantine**

Once you have your luggage you will go through Customs. Be careful about what you bring into Australia. Some items you might bring from overseas can carry pests and diseases that Australia doesn't have. You must **declare ALL** food, meat, fruit, plants, seeds, wooden souvenirs, animal or plant materials or their derivatives.

Australia has **strict quarantine laws** and tough on-the-spot fines. Every piece of luggage is now screened or x-rayed by quarantine officers, detector dog teams and x-ray machines. If you fail to declare or dispose of any quarantine items, or make a false declaration, you will get caught. In addition to on-the-spot fines, you could be prosecuted and fined more than AU\$60,000 and risk 10 years in prison. All international mail is also screened.

Some products may require **treatment** to make them safe. Items that are **restricted** because of the risk of pests and disease will be seized and destroyed by the **Australian Department of Agriculture – Biosecurity**.

For more detailed information about bringing in food, animals, plants, animal or plant materials or their derivatives visit <http://www.agriculture.gov.au/biosecurity>

## **Arrivals Hall**

You will be able to leave the restricted area and enter the Arrivals Hall once you have cleared Customs. Here you will find a number of retail and food outlets along with public telephones, an information booth and money exchange facilities. If you arrive on a weekend, you may like to exchange money here as most banks are not open on Saturdays and Sundays.

## Keeping in Contact:



Before you leave home, you should provide your family and friends, and your education provider in Australia, with details of your flights to Australia and where you will be staying when you arrive. (Do not change these details without informing them.) Once you have arrived in Australia, you should then let your family and friends know that you have **arrived safely**. It is important to **ALWAYS** let someone know where you are and how to contact you by phone or by post.

## Accessing Money:



**You should read this section carefully, and discuss the issues raised in this section with the bank or financial institution in your home country before you leave. All banks operate differently and you should be aware of all fees, charges, ease of access to your funds, and safety of the way in which you will access those funds.**

## How Much to Bring

You will need to make sure you have enough funds to support you when you first arrive. It is recommended that you have approximately **AU\$1500 to AU\$2000** available for the first two to three weeks to pay for temporary accommodation and transport if this is required. You should bring most of this money as either **Traveller's Cheques** or on an international credit card. Traveller's cheques can be cashed at any bank or currency exchange in Australia.

Please note that it is **not safe to bring large sums of money** with you! Lost credit cards or traveller's cheques can be replaced, but very few travel insurance companies will replace lost or stolen cash. Do not ask someone you have just met to handle your cash for you or to take your cash to make payments for you. Not even someone who may indicate they are studying at the same education institution.

## Currency Exchange

Only Australian currency can be used in Australia. If you have not brought some with you, you will need to do so as soon as possible after arrival. You can do this at the airport. Once you have arrived in Sydney you can also change money at any bank or at currency exchanges that are throughout the city.

## Electronic Transfer

You can transfer money into Australia by **electronic telegraph or telegraphic transfer** at any time. This is a fast option and will take approximately **48 hours**, but the bank will charge a fee on every transaction.

## ATMs

Automatic Teller Machines are located everywhere (including at the airport) and you can immediately withdraw cash from your overseas bank account at **ATMs displaying the Cirrus Logo** (if your ATM card has international access). Check this with your financial institution before leaving home.



## Credit Cards

All major international credit cards are accepted in Australia but you must remember that **repayments** to many of these cards can only be made in the country where they were issued. Do not rely on being able to get a credit card once you arrive in Australia because this is very difficult due to credit and identification laws.

## Arranging Accommodation:



The arrangement of accommodation during your studies at The Catholic Institute of Sydney will be entirely your own responsibility.

## Temporary Accommodation:



### Hotels, Motels & Backpackers

Generally, the price you pay for accommodation will determine its quality. However, it can be expensive to stay in a good quality motel or hotel for a long period of time. Backpacker accommodation is relatively inexpensive but you may need to bring your own pillow and sleeping bag if you choose this option.

## Staying With Friends or Family

If you know someone in Australia, this is a great way to settle-in to life here. Your friends or family can provide advice, support and encouragement in your first days in Australia. However, if you are under the age of 18 you must obtain approval from your education provider first.

## Bringing My Family



Most student visas allow you to bring your family members to Australia as your dependants (check your individual circumstances with the Department of Home Affairs). Family members include your spouse, and you and your spouse's dependent children. Before bringing your spouse or children to Australia, you will have to prove that you can support them financially. The cost of supporting a family in Australia is very high. You may have to consider and discuss many issues with your family.

## Issues to Consider

Rather than bringing your family together with you to Australia, some students may find it useful to arrive first, settle into studies, find appropriate accommodation, adjust to living in Australia and then arrange for their family to join them.

Before making a decision to bring your family to Australia it is important to consider the following issues:

- The cost of airfares for your family to and from Australia;
- Possible higher rent for a larger home;
- Limited employment opportunities for your spouse;
- Extra costs for food, clothing and other necessities;
- The effect on you and your studies if your family is not happy in Australia;
- Whether your children will adjust to school in Australia;
- Waiting lists for child care centres; and
- Whether to come alone to Australia first and arrange things for your family, or to all come at the same time.

For more information visit: [www.immi.gov.au](http://www.immi.gov.au)

## Child Care



Finding suitable childcare in Australia requires patience and planning. Waiting lists for places in most childcare centres are long.

Many schools offer before- and after-school care programs (usually 7:30am-8:45am and 3:30pm-6:00pm). Children who need these programs must be registered with the school.

The Catholic Institute of Sydney offers no child care facilities

## Schools:

If you would like to bring your children to Australia with you, you must be aware of the following schooling issues:

1. It is an immigration policy that school-age dependants of international students undertake formal schooling while they are in Australia.
2. Children who have their fifth birthday before 1st April of that calendar year are eligible to start school.
3. You will need to provisionally enrol your child in a school before you leave your home country and you will normally have to pay the school fees one semester in advance. The school will issue an electronic Confirmation of Enrolment Form (eCoE) stating the program and its duration, so that you can obtain the appropriate visa for your child.
4. The Diplomatic Mission in your country can tell you which State schools are registered to take international students. Fees are payable by international students at all State schools unless you:
  - Are in receipt of sponsorship or scholarships from the Australian Government (e.g. the Australian Awards Scholarship or other such award);
  - Hold a higher institution or approved non-government scholarship. These scholarships must be approved by the State government for the dependants to be exempt from school fees.
5. You will be responsible for school fees and other costs including school uniforms, books, excursions and stationery.
6. When choosing the most appropriate school for your child, it is best to ask questions about the school's curriculum, size, extra-curricular activities and the size of individual classes.
7. You should also take into consideration the distance from the school to **your education institution**, the suburb in which you intend to live and the method of transport you plan to use.

For further information, please contact the New South Wales Department of Education at

<https://education.nsw.gov.au/>

There are two types of schools in Australia – State schools and independent schools.