



From the President:

Dear Students,

A warm welcome to all our students, especially to those who begin their studies at our Institute.

Although there will be still some COVID related constraints, I hope and pray that this academic year of 2021, will be a blessed one for both teachers and students.

Like the previous years, we will celebrate the opening of the academic year with Holy Mass on Sunday 7 March at 10.30am in St Mary's Cathedral, with the Chancellor of our Institute, Archbishop Anthony Fisher OP, as the main celebrant. I would encourage you, your family and friends to join us for this occasion.

We also privileged to have Archbishop Fisher as a lecturer in *E7346 Marriage, Family and Sexual Ethics*, which he will teach together with Rev Dr Andrew James during the first semester. A heartfelt welcome to His Grace.

Wishing you the gifts of the Holy Spirit and the nearness of the Blessed Virgin Mary, Seat of Wisdom, and may you have a very fruitful and enjoyable first semester 2021,

Sr M. Isabell Naumann, issm

CIS Opening Mass 2021

The opening Mass for the 2021

Academic year will be held at

St Marys's Cathedral,

St Mary's Road , Sydney

on

Sunday 7th March, 2021 at 10.30am.

The Chancellor of CIS, the Most Rev. Anthony Fisher op, will be the presiding celebrant.

*RSVP Angelina at front reception by
26 February 2021*

CIS Mass Times

During the semester, Mass will be

celebrated in the Chapel

at 12.40pm

on

Tuesday and Wednesday only this week.

There will be some days when Mass will be cancelled, so please check TIN or the roster at the door of the chapel.

Please note, due to COVID restrictions, only limited numbers allowed within the chapel area.



From the Registrar:

To those returning to CIS welcome back to a new year of study; to those joining us we hope you find your time at CIS rewarding academically and spiritually.

As it is Week 1, there are a number of items I need to draw to your attention:

In the first couple of weeks of lectures often there is 'housekeeping' to do with student class lists. Should your name not appear on the list your lecturer has, please notify your lecturer so that they can then let the Registry Secretary know.

A student may withdraw from / drop a course unit before census date. That is, before 5:00pm on the Friday of week four (**19 March 2021**). *In such cases, the course unit does not appear on the student's record.* Should you wish to drop a course under these conditions, a "Dropping a Course Unit Form" is to be fully completed and submitted to the Registry Office. This form is available from the shelves adjacent to the Registry and on our website.

3. Attendance is a very significant element of the successful completion of any course unit. The SCD has a policy of 80% attendance required to pass any course unit. Your lecturer will keep a detailed record of attendance throughout the semester.

4. The Sydney College of Divinity has initiated a free essay writing or English grammar assistance through Studiosity. You will see a link to access this service through the CIS Online / Moodle site home page.

5. New or renewed CIS Student Identification Cards are available from the Registry Office.

Transport NSW will continue with their student travel concession system. To be eligible for a Concession Opal Card tertiary students must be:

- an Australian resident or permanent citizen;
- a NSW resident; and,
- a full-time student.

Application forms for a Concession Opal Card are available from the Registry Office.

The hire of lockers for students can also be arranged through the Registry Office.

By now, you should have access to your courses online through CIS Online. For continuing students, your login will remain the same each semester. If you require assistance with CIS Online, you can see one of the Veech Library staff who for personal assistance in the library or email online@cis.edu.au for online assistance.

Academic Results from Semester 2, 2020 were posted to students prior to Christmas. Should you not have received your results please bring this to the attention of Mary Cassar and check that the address on the database is the correct one for you. Similarly, a number of assessment tasks from semester 2 2020 remain uncollected in the library. These will be available until Friday of week 4 but thereafter will be destroyed.

Please feel free to contact me with enquiries related to your course of studies on 9752 9503 or email me at: registrar@cis.catholic.edu.au. If you did wish to see me, it is best to make an appointment beforehand.

Best wishes for the semester,

Jason Israel

Registrar



ALL STUDENT CLASS ROOMS

For the health and safety of all students, NO FOOD OR HOT BEVERAGES (COFFEE/TEA) are permitted in any of the classrooms. Water bottles are fine.

22/02/21

1/21

THE INSTITUTE NEWS

From the Deputy President

Dear Students:

Welcome back if you are returning, or welcome if it is your first time with us, to 2021 at CIS. We are hoping that 2021 is a bit more recognizable for us in terms of how we structure classes in light of the ongoing pandemic. A few points about this semester at CIS:

We have returned to our 3-hour face-to-face format for classes. This move places the heightened requirement on us all to make sure we commit to good hygiene and physical distancing. So, please sanitize hands and use the wipes available in classrooms on your desks. Also, be sure to maintain a 1.5m distance from other people at all times. If you cannot, then wear a mask.

If we have a localized outbreak or if NSW enters lockdown, we will need to move to online classes. We expect that all students will participate online if we make such a move. If you do not wish to study online, you may need to rethink your enrollment this semester. CIS can't guarantee that all 12 weeks of classes will be face-to-face.

When there are breaks in class sessions, please avoid mixing with people from other classes. To this end, please take your breaks (1.5m distancing in place) in the designated areas:

Auditorium students to break to the mezzanine
GKLR students to break to the student common room
LR3 students to break to courtyard off LR3
LR4 students to break to the student common room

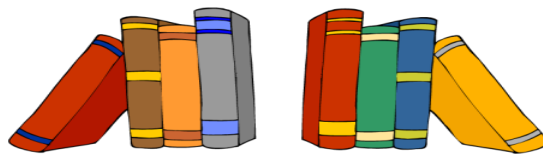
Tea and coffee will not be available this semester. (We have not collected the CISSA fee). The student kitchen will again be closed: the microwave, cutlery, and plates will not be accessible as it is very difficult to keep a common kitchen COVID safe. If you need to eat on campus, please bring a packed meal for which you don't need to use the kitchen facilities.

The NSW Government's QR code is available at each room. You'd do well to scan in and out of class. You do not have to. Lecturers will still keep accurate rolls -- but if we were to have a COVID case here at CIS, if you can prove that you'd left campus before any infectious case had attended, you *may* be able to save yourself 14 days isolation.

Thanks for your commitment to following these guidelines. If we do the little things that are within our control to stay safe, we can hopefully have as normal a semester as possible.

Rohan Curnow
Deputy President

WELCOME TO THE VEECH



Veech Library

Dear Students

Welcome back to campus, the Library Team look forward to seeing you in the Veech Library soon.

The Library opening hours for semester 1, 2021 are as follows:

Monday, Tuesday and Wednesday 9 AM – 8 PM

Thursday and Friday 9 AM – 5PM

Saturday 9 AM – 12 Noon

Due to CoVid 19 before entering the Library it is essential to:

Hand sanitize

Sign in, preferably using the QR Code available

When in the Library maintain the 1.5 metre distance rule. The wearing of masks is optional.

Any new or returning students who would like assistance on how to use the Library to maximize your studies at CIS, please let the Library staff know so we can arrange some CoVid safe Library induction for you.

Lynn Regan

Library Manager – Veech Library

22/02/21

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STUDENT COMMON ROOM

Currently the back kitchen of the Student Common Room is closed. Students may have access to hot and cold water but you will need to bring your own reusable bottle or mug.

Due to COVID restrictions Tea, Coffee and Biscuits are not available.

SECURITY

All of us have a responsibility for the security of the campus. This means being alert to what is happening around us, and particularly to the safety of the people in our vicinity. There are a few simple measures we can take to maintain the security of the campus, particularly out of office hours.

- The front door into the teaching block should be locked each evening once everyone has arrived for class. It is always easy to exit once the door has been locked: simply push the red button on the left hand side wall and then pull the door.
- If you see anyone wandering around who looks to be a stranger or looks lost, politely ask them who they are looking for. If they should not be on the campus, advise them to leave quickly.
- If you have concerns about any suspicious behaviour notify a member of staff.

EMERGENCY PROCEDURES

It is important that everyone is familiar with the procedures we need to follow in the event of an emergency. You will see diagrams on the walls around the campus indicating the emergency evacuation pathways. Please become familiar with these – when there is an emergency we need to be able to respond quickly. In the event of an emergency please follow any instructions that are given via the emergency evacuation system. The emergency assembly area is on Albert Rd, two houses along towards Homebush Rd (out the gates and turn left!).

Study Skills Morning

An opportunity for new and continuing students to learn and improve the skills required for effective study.

WHEN

Saturday 13 March 2021

9.30am—12.30pm

WHERE

Catholic Institute of Sydney

Gerard Kelly Lecture Room

Content will include how to write an essay through every step of the way, from the essay question to the finished product, analyzing 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 13th March 2020

NAME:

PHONE No:

Please return to Mary Cassar (Registry Office) by Thursday 11 March 2020