

Foundation.
Your pathway
to Macquarie
University.



MACQUARIE
CITY CAMPUS

2013

Macquarie University
Foundation Program



The Macquarie edge

- ★ The Times Higher Education Guide ranked **Macquarie University as the number 1 Australian University under 50 years old**
2012 Times Higher Education Guide - Top 100 under 50
- ★ The QS Top 50 Under 50 ranked Macquarie University **16th in the world**
2012 QS World University rankings list of top 50 aged under 50
- ★ an education in the **top two per cent of universities in the world**, giving you an internationally recognised and respected degree
- ★ CEOs around the world rank **Macquarie University in the top 5 Australian universities** for their graduate recruitment
New York Times survey 2011
- ★ our business graduates **receive higher** than average graduate starting **salaries**
2011 Good Universities Guide
- ★ a city campus **conveniently located** minutes from the **Australian Stock Exchange** and many international business headquarters
- ★ our programs are **professionally accredited**, giving you the best possible career choices
- ★ a high level of flexibility with three intakes a year for undergraduate programs. Students can **fast track a bachelor degree in two years** rather than the standard three
- ★ our Macquarie University Foundation Program is a **dedicated pathway into all Macquarie degrees**. The program runs for 8 or 12 months, depending on high school results

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Important contacts

Admissions enquiries	admissions@city.mq.edu.au
Macquarie University	mq.edu.au
SIBT	sibt.nsw.edu.au
Customs	customs.gov.au
Going to University	goingtouni.gov.au
CPA Australia	cpaaustralia.com.au
Universities Admissions Centre	uac.edu.au

Macquarie City Campus

T: +61 2 9964 6533 | F: +61 2 9964 6588

info@city.mq.edu.au | city.mq.edu.au

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Talk and connect with us
facebook.com/macquariecitycampus

ABN 32 117 351 014 | Macquarie University CRICOS Provider Number 00002J

This document has been prepared by the Marketing Unit, Macquarie City Campus. The information in this document is correct as at the date of publication but the University reserves the right to vary or withdraw any general information; any course(s) and/or unit(s); its fees and/or the mode or time of offering its course(s) and unit(s) without notice.

Please note that the information in this document may no longer be current at the time you refer to it. Prospective students are advised to check whether there has been any variation or withdrawal affecting any course(s) in which they wish to enrol with the Coursework Studies Section of the University prior to proceeding.

DISCLAIMER

The fees quoted in this brochure are estimated fees payable for the relevant program in 2012. The University reserves the right to increase fees for any given program on a yearly basis. Students will be subject to other fees, charges and conditions current for each session in which they enrol and are advised to check these other fees, charges and conditions with the University before enrolling. The University, its agents, contractors and employees will not be liable to students for any loss or damage arising directly or indirectly from the student's failure to make these checks. The University reserves the right to vary programs including their content, structure and graduation requirements from time to time. Visit www.city.mq.edu.au/Fees.html

Cover photo credits: Paul Foley

Macquarie City Campus experience

Conveniently located above Wynyard train station, Macquarie City Campus is minutes from the Australian Stock Exchange, Martin Place and many international business headquarters.

Macquarie City Campus is also a ten minute walk from The Rocks, The Opera House and the Sydney Harbour Bridge.

Quality teaching

Our academics are highly trained professionals in their fields. Lecturers have the most up-to date industry information as well as the academic credentials to ensure your success at university.

Small campus environment

Small class sizes, with lectures capped at 50 students and tutorials at 25, enables you to develop friendships with fellow students and provides an opportunity to get to know the city campus academic and administrative staff.

On-campus library

Our library is course-specific and provides copies of all required texts. You can borrow books, utilise computer facilities, study in allocated quiet areas and seek assistance from librarians.

You can also borrow books from the Universities' North Ryde campus and access online resources of the University.

Computer facilities

We have over 100 computers in four laboratories, with an additional 30 in the campus library.

There is also WiFi access. You will be given an email account and access to the high-speed wireless internet on campus.

Academic support

We run numerous free on-campus workshops and drop-in sessions to provide an engaging, healthy and supportive study environment.

Student Representative Group (SRG)

Once a week the Campus Director and Student Services Manager meet with the SRG to discuss campus issues and social activities for new and existing students. Recent activities organised by the SRG include Harmony Day, Diversity Week and fundraisers for charities such as the Cancer Council. All students are welcome to become part of the SRG. www.city.mq.edu.au/student-rep-group.html

Orientation and enrolment

At orientation you will receive important information on safety and security, given your timetable and a campus tour and receive your student identification card. A team of current students will assist you during orientation.

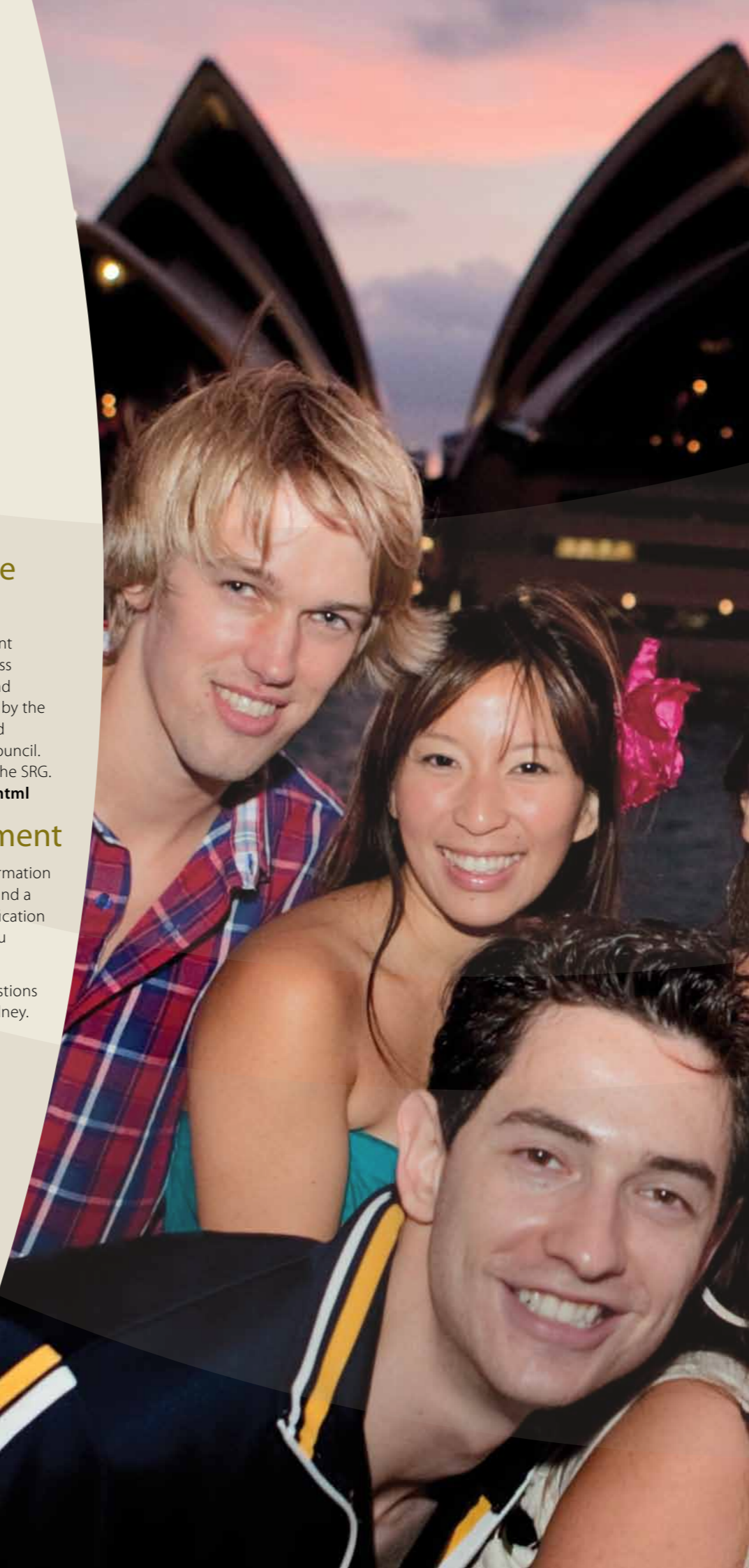
This gives you a great opportunity to ask questions about Macquarie City Campus or living in Sydney.

Flexible start dates

We offer a high level of flexibility with three intakes a year for undergraduate programs. Core units are offered every session together with a select range of elective units.

With three study periods every year, there is the potential for you to fast track a bachelor degree in two years rather than the standard three. International students are expected to enrol in a full-time load each session.

PHOTO: JAMES ZHAO



Important dates

Academic year 2012	Session 1	Session 2	Session 3
Compulsory orientation and enrolment	19 – 24 February	18 – 22 June	15 – 19 October
Classes commence	27 February	25 June	22 October
Last day of classes	29 May	25 September	30 January 2013
Exams commence	Week 13 and 14	Week 13 and 14	Week 13 and 14
Results issued	15 June	12 October	15 February

Academic year 2013	Session 1	Session 2	Session 3
Compulsory orientation and enrolment	17 – 23 February	16 – 21 June	13 – 18 October
Classes commence	25 February	24 June	21 October
Last day of classes	24 May	20 September	24 January 2014
Exams commence	Week 13 and 14	Week 13 and 14	Week 13 and 14
Results issued	14 June	11 October	14 February 2014

Note: 2013/14 are provisional dates and are subject to change.

Fees

Program	CRICOS CODE	Sessions	2013 estimated fee per subject (AUS)	2013 estimated Annual fee (AUS)
Fast track	073069G	2	\$676.47	\$22,999
Standard track	073070D	3	\$529.41	\$26,999

Note: Tuition fees will increase in 2014.

FEE-HELP government loan scheme

FEE-HELP is a loan to assist eligible fee paying students pay their tuition fees. Australian citizens are eligible for FEE-HELP assistance and can pay their tuition fee in one of three ways:

- Full up-front payment
- Partial up-front payment and a FEE-HELP loan for the remainder
- Obtain a FEE-HELP loan for the full amount.

Permanent humanitarian visa holders must reside in Australia for the duration of the course (unless otherwise required by the course) to access FEE-HELP assistance. Students repay their loans through the Australian taxation system once their minimum income is AU\$47,195*.

If you are eligible for FEE-HELP you will receive a 'Request for FEE-HELP assistance' form and a FEE-HELP information booklet with your package offer. To be guaranteed a place you will need to complete and return this form to Macquarie City Campus prior to orientation.

*Current amount for income year 2011-12



"The small class sizes are a big plus, but also you meet some great people and the uni is so easy to get to. Getting around campus only requires a lift ride up and down so no walking long distances to get from class to class."

Chris Dean

PHOTO: KRISTEL LOBIANCO



PHOTO: PAUL FOLEY



PHOTO: CHRIS SCHMIDT

Foundation program

Macquarie City Campus and Macquarie University have collaborated to create the Macquarie University Foundation Program (MQFP). While completing your foundation program you will study at Macquarie City Campus, and depending on the undergraduate program you wish to study, you can continue your Bachelor degree at the North Ryde or City Campus. Once you commence your undergraduate studies you can access the vast array of services and facilities at Macquarie University, North Ryde including the library, counselling and health services, gymnasium, student clubs and societies.

After successfully completing your foundation program, you will be offered a university place at either the North Ryde or City Campus.

Course content

While studying the MQFP you will be exposed to a high level of learning and learn through a range of methods including lectures and tutorials, presentations, group work and assignments. The time you spend having face-to-face teaching varies, but a typical class time table is 26–29 hours each week. We recommend you spend approximately 10 to 20 hours a week outside formal classes on self-studies.

Support services

At Macquarie City Campus we have thought of everything to make your time here enjoyable and successful.

We have designed the foundation program to ensure you get support to keep your studies on track. You have the flexibility of commencing in February, June or October, and you will benefit from our small class sizes, additional course material and academic support. We have a dedicated team of staff who are highly skilled in answering queries and can help organise your studies, select the right university course, and manage issues you may encounter.

When you study the foundation program you can choose from over 50 Macquarie University undergraduate courses.

Duration

The Foundation Program is two sessions (8 months) or three sessions (12 months), depending on your most recent high school results.

Assessment methods

Assessment encourages learning and indicates your level of achievement against set criteria, standards and learning objectives. Grades are awarded and are achieved by completing various assessments and tasks. Assessment methods vary depending on the course and units selected. We use a combination of assessment techniques, including individual and group assignments, essays, oral presentations, tutorial participation and formal examinations.

ENGLISH SUPPORT

If applicable, you will be able to undertake the academic English program. The Fast Track (8 month) program consists of 208 contact hours of English language support, combined with a minimum of 100 hours of regular, supervised and self-directed study. In addition, you will have a minimum of five contact hours per week for each unit which consists of lectures, seminars, tutorials and supervised study.

The Standard Track (12 month) program consists of 401 contact hours of English language support and an additional 130 hours of tertiary preparation. Both programs encompass the 'western' learning and teaching environment which provides you with the skills and capabilities suitable for entry to Macquarie University.

A greater focus is placed on the development of academic English and communication skills required for further study at tertiary level, including writing, research and seminar presentation and participation skills.

Foundation structure

In the Foundation Program you undertake a combination of compulsory and elective units. In the Standard Track program you complete 17 units, 9 of which are compulsory, while in the Fast-Track program, 6 of the 14 units are compulsory.

Compulsory units consist of a mixture of computing skills, tertiary preparation and English (if applicable).

In both programs you must also complete 8 elective units across four different learning areas. Available electives include Economics, Accounting, Society and Culture, Chemistry, Biology, Law, Information Technology and Mathematics. You are encouraged to take electives related to your intended degree.

It is strongly recommended that one of the learning areas be mathematics as most university degrees require some level of mathematical skill.



PHOTO: KRISTEL LOBIANCO

"The teachers are really approachable and willing to help whenever there is something that you're not sure on or need extra help or advice with."

Sarah Tolhurst

Entry into a Macquarie degree

When you successfully complete your Macquarie University Foundation Program (MQFP) to the required level you can articulate into a bachelor degree at the North Ryde campus or the city campus.



PHOTO: PAUL FOLEY

We assess your academic progress throughout each session and in final exams. We regularly monitor your achievements and lecturers provide feedback on your progress. Assessment is a mixture of group and individual assignments and exams.

The following is a guide to the marks and prior knowledge required for entry into a Macquarie degree.

The marks are examples only. For further details on entry marks and requirements email admissions@city.mq.edu.au.

Undergraduate degree	Prior knowledge - required unless otherwise stated	ATAR 2012 cut-offs	Foundation overall average percentage
B Actuarial Studies	Advanced Mathematics	94.45	79%
B Applied Finance	Mathematics	85.00	73%
B Business Administration	Mathematics	85.50	73%
B Commerce – Professional Accounting	Mathematics	83.50	72%
B Arts		75.00	67%
B Arts - Psychology	Mathematics (recommended)	84.00	73%
B Chiropractic Science	Chemistry, Biology, Mathematics (recommended)	81.00	70%
B Commerce	Mathematics	83.5	72%

Academic entry requirements

For entry into the MQFP, you are required to successfully complete the equivalent of Australian Year 11. The following is a guide to the minimum entry requirements for different countries. If the country where you completed your schooling doesn't appear listed below, email admissions@city.mq.edu.au about what qualification you require for entry.

Country	Standard Track	Fast Track
Australia	Year 11 – overall average of 50% or Year 12 – ATAR 49.00 or below	Year 11 – Overall average of 75% or Year 12 – ATAR 50.00 or above
Bahrain	General Secondary School Certificate 60% – 74%	General Secondary School Certificate 75% or above
Bangladesh	HSC with a GPA of 2	Completion of HSC with a GPA of 3 or above
China	Completion of SM2 with an overall average of 60 – 74% or SM3 with an overall average up to 69%	Completion of SM2 with an overall average of 75% or above or SM3 with an overall average of 70% or above
Hong Kong	Successful completion of HKDSE with a score of 7. Assessment will be based on the best 5 subjects from Categories A and C.	Successful completion of HKDSE with a score of 8. Assessment will be based on the best 5 subjects from Categories A and C.
India	All India Senior School Certificate (AISSC) overall average of 55% or Indian School Certificate (ISC) overall average of 55% or State Board Senior Secondary Examination overall average of 60%	All India Senior School Certificate (AISSC) overall average of 60% or Indian School Certificate (ISC) Overall average of 60% or State Board Senior Secondary Examination Overall average of 65%
Indonesia	Successful completion of SMU2 with an overall percentage of 65% or Successful completion of SMU3 with an overall percentage of 60 – 64%	Successful completion of SMU3 with an overall percentage of 65% or above
Jordan	Tawjihhi with an overall average of 50 – 59%	Tawjihhi overall average of 60% or above
Korea	Successful completion of Senior Secondary Year 11	Completion of Senior Secondary Year 11 with a B (Wu or 4) grade average or completion of Senior Secondary Year 12 (High School Diploma)
Kuwait	General Secondary School Certificate with an overall average of 50 – 59%	General Secondary School Certificate with an overall average above 60%
Malaysia	Successful completion of Form 5 (SPM) or completion of SM2 with an overall average of 60%	Successful completion of STPM or completion of SM3 with an overall average of 70%
Qatar	General Secondary Education Certificate (Al-Thanaway Al-Amah) with an overall average of 50 – 59%	General Secondary Education Certificate (Al-Thanaway Al-Amah) with an overall average of above 60%
Russia	Certificate of Secondary Education GPA with an average of 3	Certificate of Secondary Education – with a GPA average of 3.5 above
Saudi Arabia	General Secondary Education Certificate with an overall average of 50 – 59%	General Secondary Education Certificate with an overall average of 60% or above
Thailand	Matayom 5 with a GPA of 3	Matayom 6 with a GPA of 2
UAE	General Secondary Education Certificate (Tawjihhiyya) with an overall average of 50 – 59%	General Secondary Education Certificate (Tawjihhiyya) with an overall average of 60% or above
United Kingdom	GCE O Levels 4 passes	GCE 'A' levels – 2 passes
United States of America	Successful completion of grade 11	Successful completion of High School Diploma with a GPA of 2.5 or better
Vietnam	Successful completion of Year 11 with a grade average of 6.0	Successful completion of Year 11 with a grade average of 7.0
International Baccalaureate	Aggregate mark of 19	Aggregate mark of 20

English language entry requirements

IELTS (Academic English only) –

Minimum 5.5 overall with 5.0 in each section.

TOEFL (Paper test) – Minimum 525 overall.

TOEFL (internet test) – Minimum 197 overall.

Pearson Test of English (PTE) Academic – Minimum 46 overall.

You are required to provide evidence of English language proficiency prior to enrolment. foundationstudies.mq.edu.au/entry.html

PHOTO: PAUL FOLEY



Please complete all sections of the form clearly, using **BLOCK LETTERS** and a blue or black ballpoint pen.

Your details

It is **compulsory** to complete ALL the fields below:

Have you ever applied to Macquarie City Campus or Macquarie university OR been a student? Yes No

If 'yes', please provide your Macquarie student ID number: _____

Title: Mr Ms Mrs Miss Other

Family name: _____

Given names: _____

Date of birth: DAY / MONTH / YEAR

Gender: Male Female | Passport number: _____

Country of birth: _____

Country of citizenship: _____

What is the main language spoken at home? _____

Do you hold a current Australian visa? Yes No

If 'yes', visa type: _____ Expiry date: _____

Applicant's home country address: _____

Address in Australia (if applicable): _____

Tel (home): _____

Tel (mobile): _____

Email: _____

Previous academic qualifications

List most recent qualifications first (including courses that you are yet to complete)

Qualification/award: _____

School/Institute: _____

Country: _____

Duration: _____

Completed: Yes No

Year completed: _____

Qualification/award: _____

School/Institute: _____

Country: _____

Duration: _____

Completed: Yes No

Year completed: _____

Degree preferences

Fast track Standard track

Year _____ February June October

Before completing this section, you should refer to the Macquarie University website for course names, codes, locations and start times. Your offer will state your choice with the condition of meeting the required score.

Degree name: _____

CRICOS Code: _____

City Session 1, 20__ Session 2, 20__ Session 3, 20__

North Ryde Session 1, 20__ Session 2, 20__

In some cases, applicants may be required to supply a personal statement to support their application, outlining why you wish to study the Macquarie Foundation Program and a current CV.

You should address what you hope to achieve from the program, and include details of any extenuating circumstances that may have affected your HSC results. Your statement should be at least 250 words.

Students with disability/health condition

If you are a prospective student with a disability or health condition and wish to request support services at Macquarie City Campus, contact a student advisor via email info@city.mq.edu.au

English language proficiency

Macquarie University has minimum English proficiency requirements. Please attach documentary evidence if required.

Application checklist

- Attach certified copies or original evidence of English language proficiency
- Attach certified copies or original evidence of all academic qualifications, including transcripts and graduation certificates
- Attach any other additional documents if necessary
- Supporting statement and CV (local students only)
- Attach certified copy of passport
- Sign declaration below

Privacy and Right to Information

Macquarie University is subject to the Privacy and Personal Information Protection Act PPIPA 1998 (NSW). For more information on Macquarie University's Privacy Management Plan and Code of Practice please refer to www.international.mq.edu.au/privacy.

Declaration

By signing this application form, I declare that:

I wish to be considered for enrolment as an international student in a course at Macquarie University and declare that the information submitted is correct and complete. I understand the University may obtain official records from any school, university or other tertiary institution previously attended by me for the purpose of verification of my supporting documents. All documents submitted become the property of the University and will not be returned. I understand that the University reserves the right to vary or reverse any decision made on the basis of incorrect or incomplete information or fraudulent documentation. I recognise that it is an offence to submit fraudulent documentation in support of an application for the purpose of gaining admission to the University. Where fraudulent documents are detected, I understand that my application will be rejected. If an offer has been made, it will be withdrawn. If a visa has been issued, the Department of Immigration and Citizenship (DIAC) will be notified. All matters concerning fraudulent documentation will be reported to the relevant Government and statutory authorities, including NSW Police, Department of Immigration and Citizenship (DIAC) and Independent Committee Against Corruption (ICAC). I authorise the University to release any personal information held about me to any other educational institution or authority to verify my student conduct, academic record or supporting documentation for the purpose of determining my eligibility for admission to the University. I herewith give the University permission to provide my address and details of enrolment to the Department of Immigration and Citizenship (DIAC) and the Department of Education, Employment and Workplace Relations (DEEWR), should I enrol at Macquarie University. I am able to make appropriate arrangements to fund my studies. I have read and understood MQC's tuition fee refund policy and conditions set out at www.city.mq.edu.au/fees.html

I agree to comply with Macquarie University's rules of admission and enrolment. I agree to tell the University immediately if there is any change to the information I have given in this application.

Applicant's signature (must be the same signature as in your passport)

Date: DAY / MONTH / YEAR

If you are under 18 years of age, your parent or guardian must also sign this application form.

Parent's/guardian's signature:

Date: DAY / MONTH / YEAR

Unsigned applications will NOT be processed. Applications must be signed by the applicant personally. Third parties must not sign on the applicant's behalf.

Postal address for applications

Macquarie City Campus: Level 2, 11 York Street, Sydney, NSW 2000 Australia
T: +61 2 9964 6533 | F: +61 2 9964 6588 | E: info@city.mq.edu.au

Or through your agent representative:

Agent details (including email address):



MACQUARIE
CITY CAMPUS

SYDNEY ~ AUSTRALIA

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CRICOS Provider Code: Macquarie University 00002J
Sydney Institute of Business and Technology 00002J
ABN: 32 117 351 014