



**TAFE**NSW

# Orientation & Enrolment

## International Students



# TAFE NSW GRANVILLE

|                             |  |  |
|-----------------------------|--|--|
| <b>DATE</b>                 | Wednesday 19 <sup>th</sup> July 2017 to Friday 21 <sup>st</sup> July 2017  |  |
| <b>TIME</b>                 | 12.00pm - 7.00pm   |  |
| <b>VENUE</b>                | TAFE NSW Granville, Building E, Foyer Ground Level, 136 William St, Granville, NSW, 2142   |  |
| <b>COURSES</b>              | Bachelor of Business   |  |
| <b>PROGRAM FOR THE WEEK</b> | <ul style="list-style-type: none"><li>• Speed Networking Session</li><li>• Course Overview</li><li>• Academic Skills and Policies</li><li>• Course Documentation</li><li>• Subject Selection</li><li>• Meet the Teachers</li></ul>   | <ul style="list-style-type: none"><li>• Supporting your learning journey</li><li>• Getting to know the campus</li><li>• Subject Synopses</li><li>• Academic Writing Workshop</li><li>• Presentation Workshop</li><li>• Moodle Demonstration</li><li>• Studying for Success</li></ul> |
| <b>DOCUMENTS TO BRING</b>   | Bring a copy of the following documents with you: <ul style="list-style-type: none"><li>• TAFE NSW Offer Letter</li><li>• Confirmation of Enrolment (CoE)</li><li>• Proof of tuition fee payment</li><li>• Passport (original) and a valid student visa</li><li>• Unique Student Identifier (USI) number</li></ul> |  |
| <b>CONTACT PERSON</b>       | Name   | Janelle Eggins   |
|                             | Location   | Granville College, Building B, Level 2, Room B201<br>136 William St, Granville, NSW, 2142  |
|                             | Telephone  | +61 2 9682 0475  |
|                             | Email  | Janelle.Eggins3@tafensw.edu.au   |

## IMPORTANT INFORMATION

Attendance is compulsory.

If you are not present at orientation, you may lose your place in the course. You must contact us if you are unable to attend the program.

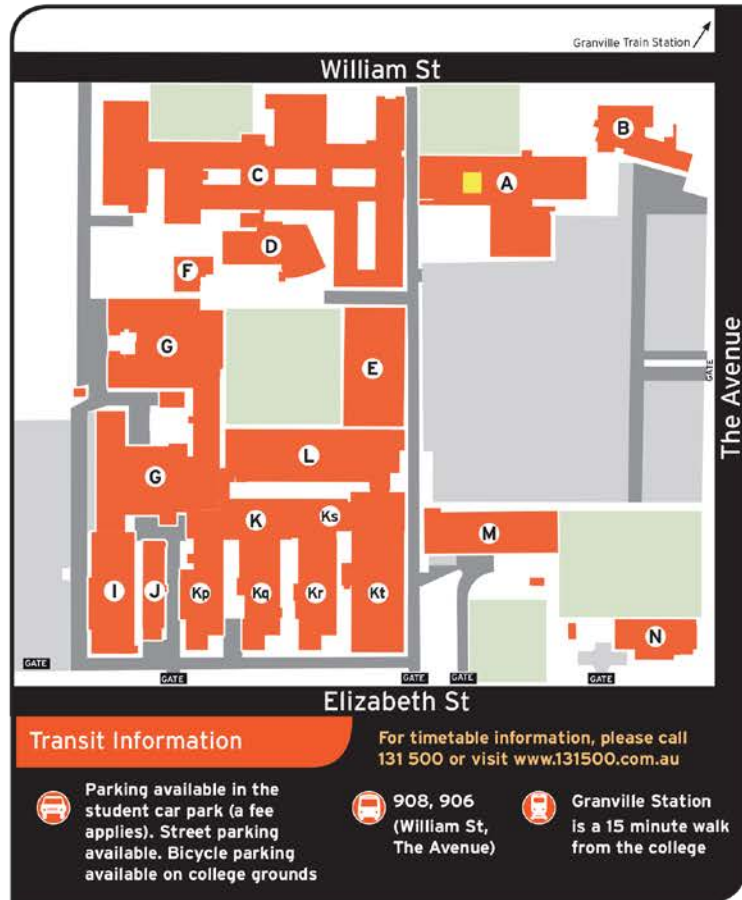
Students who do not enrol and start their course by Monday, 24 July 2017 may be referred to the Department of Immigration and Border Protection (DIBP), and may risk cancellation of their student visa.



# GRANVILLE COLLEGE

136 William Street  
Granville, NSW 2142 | p: 13 7974

- A** Manager, Customer Service and Support  
Customer Service Centre
  - Information and Administration
  - Disability Services
  - Career Advice and Counselling
 English Language  
Faculty Unit (Building and Construction)  
Library Services
- B** Accounting and Finance  
Business Administration  
Business Studies  
(Business, HR, Management, Purchasing, Retail, Property and Investigative Services)
- C** Chemical Technology  
Events  
Facilities and Security  
Foundation Skills - HSC  
Hairdressing  
Information Technology  
Moyolong Hall  
Personal and Community Services  
Xerox Print Centre
- D** Foundation Skills  
Café
- F** ICT Support
- G** CAD Detail Trades  
Engineering Drafting  
Plumbing  
Refrigeration and  
Air Conditioning
- I** Transport - Automotive Programs
- J** Drainage Yard
- Kp** Main Store  
Manufacturing Engineering  
Plumbing Workshop



- Kq** Meat and Allied Trades  
Electrical Trades Workshop
- Kr** Architectural Technology  
Building Studies
- Ks** Electrical Trades
- Kt** Engineering Trades (Metal Fabrication and Welding, Sheetmetal)  
Electrical Engineering
- L** Bricklaying
- M** Painting and Decorating
- N** Child Care Centre

Disclaimer: While every reasonable effort was made to ensure that the information contained in this publication is correct at the time of printing it may be subject to change. Dec 2016

## Important information about your USI (Unique Student Identifier)

To apply for your USI, please follow the steps below:

1. Go to [www.usi.gov.au](http://www.usi.gov.au)
2. Follow the steps on the website
3. Enter your personal detail on the USI website  
*Please note that your personal details must be exactly the same as in your passport.*
4. Print your USI below and bring this to your orientation session.

USI Number: \_\_\_\_\_

### Example of USI Creation Notice

Dear Student,

#### SUCCESSFUL CREATION OF UNIQUE STUDENT IDENTIFIER (USI)

Your USI Account has been successfully created with the following details:

USI: ABCD1234

First Name: John

Middle Name: -

Last Name: Smith

Birth Year: 1988

Please take this creation notice with you when you enrol as you will need the above details for the training organisation to verify that your USI is correct.

You will only ever need one USI and it is yours for life. Please keep a record of your USI somewhere safe for future reference as you will need this every time you undertake training.

You can update your details, assign access rights and view any training outcomes (when available) by logging in to your USI account at any time. If you lose your USI or forget your password you can visit our website [www.usi.gov.au](http://www.usi.gov.au) to recover it.

#### Why do you need a USI

The USI is an important part of the national training data collection. It helps ensure that all records for the same person in the collection stay together regardless of which training provider delivers the training.

- Your training provider cannot issue you with a certificate or other evidence of your nationally recognised training outcomes without collecting and verifying your USI, except where special exemption exist.
- Nationally recognised training includes both long courses leading to diplomas and certificates as well as short courses (e.g. for first aid, trucking licenses).
- The USI can provide you with a password protected online access to your national training records.

More information is available at [www.usi.gov.au](http://www.usi.gov.au).

If you believe you are receiving this notification in error, please contact us through our website [www.usi.gov.au](http://www.usi.gov.au).

Regards,

Student Identifier Registrar USI Office

GPO Box 9880 Canberra ACT 2601 Australia

Phone: 1300 857 536 | Email: [isu@education.gov.au](mailto:isu@education.gov.au) | Web: [www.usi.gov.au](http://www.usi.gov.au)



TAFE NSW International Students

[www.studyintafe.edu.au](http://www.studyintafe.edu.au)

CRICOS Provider Name: TAFE NSW – Technical and Further Education Commission

CRICOS Provider Code: 00591E