



SOUTHERN CROSS
INSTITUTE

2026

Student PROSPECTUS



Southern Cross Institute (SCI)
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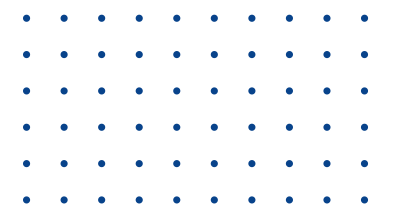
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ACKNOWLEDGEMENT OF COUNTRY



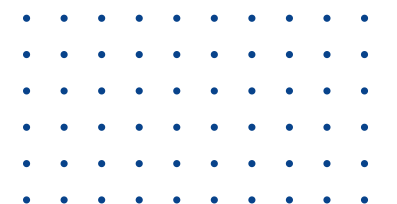
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STUDENT PROSPECTUS

Southern Cross Institute (SCI) acknowledges the Traditional Custodians and the enduring custodianship and law of the Country on which our Parramatta campuses stand. We pay our respects to the Darug people, the Traditional Custodians of this land, and honour their deep and ongoing connection to Country, culture, community and knowledge systems that have existed for tens of thousands of years.

We respectfully acknowledge their Ancestors and Elders, past and present, and extend that respect to all Aboriginal and Torres Strait Islander peoples. SCI recognises the significant contributions that Aboriginal and Torres Strait Islander peoples have made, and continue to make, to Australian society, education, culture and community life.

As a higher education institution, SCI values the diversity, perspectives and knowledge of Aboriginal and Torres Strait Islander peoples and is committed to fostering an inclusive, respectful and culturally safe learning and working environment for all members of its community.





Professor Brian English
Chair of the Governing Council

WELCOME TO SOUTHERN CROSS INSTITUTE (SCI)!

A very warm welcome to SCI. We are a dynamic institute offering innovative and exciting courses delivered by enthusiastic, dedicated and highly qualified staff.

Education is one of the most valuable investments we can make in our future success and in the wellbeing of society. Proper education is much more than just information transfer. It provides us with skills in thinking, reasoning, analysing and evaluating ideas, policies, processes and actions.

It also teaches us the basic skills necessary for our professional lives after graduation. Such education occurs best when there is personal contact with highly qualified and engaged staff, in company with fellow students and access to relevant experiences.

As an SCI graduate, you will emerge as a competent and confident practitioner in your chosen profession, committed to continued learning throughout your career.

Very best wishes for your studies with us.

IMPORTANT INFORMATION



2026
STUDENT PROSPECTUS

Southern Cross Institute (SCI) is committed to providing current, accurate and accessible information to assist prospective students in making informed decisions about their study options.

This *Student Prospectus* provides an overview of SCI, including information about our courses, admission requirements, student support services, learning environment and campus facilities. It is intended as a guide for prospective students and should be read in conjunction with information available on the SCI website.

While every effort is made to ensure the accuracy of the information contained in this Prospectus at the time of publication, SCI reserves the right to amend courses, fees, entry requirements, policies, procedures, services and other information where necessary. The most current information is available on the SCI website.

Prospective students are encouraged to contact the Student Support team if they require further information or assistance regarding course selection, admissions or available student support services.



At SCl, You Matter



Choosing where to study is one of the most important decisions you will make, and at SCl, your success is at the centre of everything we do.

We are committed to providing a supportive, inclusive and engaging learning environment that promotes academic success, professional development and lifelong learning.

At SCl, you will benefit from:

- A welcoming and student-centred learning community;
- Contemporary, industry-informed education delivered by qualified and experienced academic staff;
- Academic, learning and personal support services throughout your student journey;
- Access to library resources, learning technologies and academic support programs;
- Opportunities to develop professional, communication and lifelong learning skills;
- A learning environment that supports your participation, progression and success.

From orientation through to graduation, SCl is committed to supporting you to achieve your academic goals, realise your potential and prepare for a successful future in a dynamic and interconnected world.



SOUTHERN CROSS
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Discover SCI



WHO WE ARE



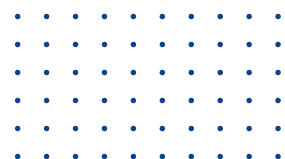
2026
STUDENT PROSPECTUS

At **Southern Cross Institute (SCI)**, we believe in nurturing a learning environment that encourages individual growth and fosters a deep sense of engagement.

We are committed to providing dedicated student support and guidance to individual students on their educational journey.

Our curriculum is designed to meet the evolving demands of contemporary professional practice.

By combining academic excellence with personalised support, SCI is committed to creating student-centred learning experiences that empower students to succeed, lead and make meaningful contributions in an increasingly interconnected world.







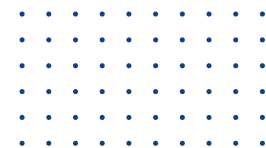
OUR VISION & MISSION

Vision

Southern Cross Institute (SCI) will be an internationally recognised innovative institution providing contemporary education in specialised courses with applied learning in professional business services.

Mission

To provide quality education to support our students' employment and the growth of the industries and communities that we work within and represent.



OUR GOALS

- 1 Broaden higher education attainment and generate social impact that makes a positive difference to communities.
- 2 Demonstrate leadership and innovation in the quality of the student learning experience.
- 3 Become a provider of choice established through the performance of graduates who excel in the workplace and develop as leaders.
- 4 Embrace the diverse needs and talents of our students and deliver on our commitments to the communities we serve.

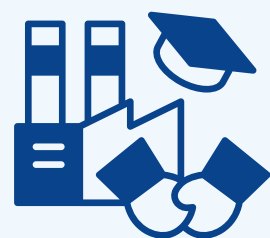


WHY CHOOSE SCI?



Quality Higher Education

SCI is committed to providing quality higher education that is accessible and supports student success.



Industry-Relevant Learning

Our courses are designed to develop practical knowledge and skills aligned with contemporary professional practice.



Modern Learning Facilities

Access contemporary classrooms, computer laboratories, library resources and collaborative learning spaces designed to support your studies.



Convenient Campus Locations

Our campuses are conveniently located near public transport, shopping centres, community facilities and essential student services.



Experienced Academic Staff

Learn from qualified and experienced academic staff who are committed to supporting your academic and professional development.



Student Support

From orientation through to graduation, our academic and student support teams are here to support your participation, progression and success.

Fitzwilliam Campus

Macquarie Campus

STUDY AT SCI

2026
STUDENT PROSPECTUS

SCI is committed to providing a supportive, inclusive and engaging learning environment that empowers students to achieve academic success, develop professionally and embrace lifelong learning.

Conveniently located in the heart of Parramatta, our campuses are within walking distance of major public transport services, community facilities and educational resources, providing students with easy access to everything they need for a successful study experience.

SCI offers a range of contemporary and industry-informed higher education courses, including:

Undergraduate Course

Bachelor of Business

- Accounting
- Hospitality Management
- Information Systems
- Human Services Management

Postgraduate Courses

- Graduate Diploma of Information and Communications Technology (GDICT)
- Master of Information and Communications Technology (MICT)

At SCI, students learn from qualified and experienced academic staff through engaging lectures, tutorials and practical learning activities. Students also benefit from a comprehensive orientation program, academic and learning support services, library resources, modern learning facilities and access to a wide range of digital learning technologies designed to support success throughout their studies.



SCI operates from two conveniently located campuses in the heart of Parramatta, one of Sydney's fastest-growing education, business and cultural centres.

Fitzwilliam Campus | Level 2, 1-3 Fitzwilliam Street, Parramatta NSW 2150

Located opposite Parramatta Train Station and adjacent to Westfield Parramatta, the Fitzwilliam Campus provides students with convenient access to public transport, retail precincts, community facilities and educational resources. The campus is also close to Parramatta Square, the City of Parramatta Library, cafés, parks and a range of student support services.

Macquarie Campus | Level 6, 31-39 Macquarie Street, Parramatta NSW 2150

Situated in the Parramatta CBD, the Macquarie Campus is within walking distance of Parramatta Train Station, major bus services and key community facilities. Students benefit from easy access to learning resources, shopping centres, cafés, public spaces and a wide range of services that support both study and student life.

Both campuses provide a welcoming learning environment with access to modern classrooms, computer laboratories, library resources and collaborative study spaces designed to support student success.



SOUTHERN CROSS
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Our Courses



SCI COURSES

Undergraduate Course

Bachelor of Business

- Accounting
- Hospitality Management
- Human Services Management
- Information Systems

Postgraduate Courses

- Graduate Diploma of Information and Communications Technology (GDICT)
- Master of Information and Communications Technology (MICT)



BACHELOR OF BUSINESS

The *Bachelor of Business* provides students with a strong foundation in contemporary business knowledge and professional practice. Students develop analytical, communication and problem-solving skills while gaining specialised expertise through one of four majors: *Accounting*, *Hospitality Management*, *Information Systems* and *Human Services Management*.

Accounting

Develop knowledge of accounting principles and practices, supported by studies in finance, economics, law and management. The major prepares students to contribute to financial decision-making, organisational planning and business operations across a range of industries.

Information Systems

Combine business and technology to develop solutions that support organisational performance. Students gain knowledge and technical skills in information systems, problem-solving, communication and teamwork for contemporary business environments.

Hospitality Management

Develop an understanding of hospitality operations, management principles and industry practices. The major prepares students for professional roles across hospitality, tourism and service industries in Australia and internationally.

Human Services Management

Gain knowledge of human service delivery, management practices and community engagement. Students develop the skills to work with diverse communities and contribute to organisations across the government, non-government and community sectors.



UNDERGRADUATE COURSES

Graduate Attributes

The graduates of Southern Cross Institute (SCI) will have the following attributes at AQF Level 7:

- 1 Be effective communicators in the face to face and technologised contexts;
- 2 Be broadly knowledgeable in the theoretical and conceptual fields of business with in- depth knowledge of their sub-discipline;
- 3 Be able to professionally apply theoretical, conceptual and procedural knowledge to analyse and solve complex problems in business environments;
- 4 Be self-directed, critical thinkers able to liaise, cooperate and work effectively and supportively with others;
- 5 Be culturally adept and promote inclusivity and equity for all members of their local, regional and international communities;
- 6 Synthesise, analyse and use the information to support ethical, evidence-based decision making and lifelong learning.



UNDERGRADUATE COURSES - BACHELOR OF BUSINESS

Course Aim

The SCl *Bachelor of Business* aims to develop graduates with broad and in-depth specialist knowledge of the discipline of business as it is conducted in diverse and dynamic contexts. Graduates will demonstrate conceptual, theoretical and procedural knowledge as well as the generic and specialist skills necessary to apply this knowledge to specific industry contexts of *Accounting, Information Systems, Hospitality Management* and *Human Services Management*. SCl aims to produce graduates in demand by industry due to their skills and abilities in analysis, problem-solving, strategising and evaluation of business decisions in terms of sustainable and ethical business practice.

Industry Needs

The Australian Government *Department of Jobs and Small Businesses* predicts in their report - Australian Jobs 2019 - strong industry demand for business degree graduates from a wide range of sectors. The *Bachelor of Business* graduates will be qualified to pursue a range of exciting career opportunities in Australia and overseas. Those opportunities would include business planning and management, IT/IS management, marketing, market research, business analysis, e-commerce, human services management, and many others.

The *Bachelor of Business* course with majors in *Accounting, Hospitality Management, Information Systems* and *Human Services Management* at SCl will provide students with learning opportunities across an extensive range of unit areas. Graduates may pursue relevant business career opportunities in Australia and overseas. This degree is aimed at preparing students for junior to senior-level management and leadership positions with intellectual, analytical, organisational and interpersonal skills. SCl's strong industry links, applied learning activities and industry-experienced lecturers will also help students to be work-ready when they graduate.

COURSE RULES, STRUCTURE AND DELIVERY

The *Bachelor of Business* is designed as a three (3) year course on a full-time basis, which may be undertaken in part-time mode (only applicable to Australian domestic students). Students will be required to complete a total of 240 credit points (equivalent to 24 units), consisting of:

- 24 units;
- 10 credit points (cps) per unit;
- 240 credit points to complete the *Bachelor of Business* course;
- 8 first-year common core units;
- 10–11 specialisation/major units;
- 5–6 elective units.

- 3 years full-time face-to-face classroom-based teaching delivered over 6 semesters.
- No work-based training involved.
- Each semester is 16-weeks duration (6-weeks delivery + 1-week semesterbreak + 6-weeks delivery + 1-week studybreak + 2-weeks exam period).
- Each unit will include 4 contact hours per week, divided into lecture and tutorial components (2 hours lecture + 2 hours tutorial).
- For each contact hour, 1½ hours of independent study is expected from students for every face-to-face hour ($4 + 6 = 10$ hours workload per unit per week).
- Full-time student workload: 4 units $\times$ 10 hours per unit = 40 hours per week.

Note: As per the ESOS Act visa condition 8202, student visa holders must undertake study on a full-time basis and maintain full-time study.

COURSE ASSESSMENT

Assessment is an integral part of the learning and teaching process and an important aspect of maintaining academic standards. All assessments must be standards-based and provide evidence of the level of achievement with respect to learning outcomes and graduate attributes.

- Assessment includes formative and summative tasks. Forms of assessment include examinations, reports, essays, quizzes, reflective journals, presentations and case study-based assessments.
- Assessment requirements, due dates, weightings, submission arrangements and late-submission penalties are provided in the relevant Unit Outline available through the Learning Management System.
- Students must follow the instructions provided for each assessment task about whether generative artificial intelligence (GenAI) is permitted or prohibited. Where its use is permitted, students must use it ethically and transparently and comply with all assessment requirements, including any acknowledgement or disclosure requirements.
- Written assessment items worth 20% or more are moderated in accordance with SCI's *Assessment Moderation Policy*.
- Semester grades are approved by the Learning & Teaching Committee and ratified by the Academic Board before release to students.

For further information, please refer to the *Assessment Policy and Procedure* and *Assessment Moderation Policy*.

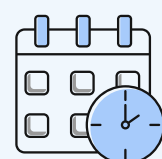


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BACHELOR OF BUSINESS

ACCOUNTING MAJOR

The SCl *Bachelor of Business with Accounting major* provides students with a broad understanding of the accounting theory and practices at AQF Level 7. Graduates of accounting need the knowledge and skills to guide and inform business decisions that comply with regulatory standards and achieve ethical and sustainable outcomes for all stakeholders. Accounting knowledge and skills underscore the strategic and operational decisions in all business contexts and can, therefore, be described as the essential ‘language of business’. SCl students majoring in accounting will have broad understanding of the concepts and practices of accounting, supported by related areas in finance, law, economics, marketing, information systems, management and statistics. The major focuses on preparing students for accounting careers in contemporary business environment, specifically preparing students for management roles in the accounting industry. The major aims to equip students with decision-making and critical analysis skills required in a professional accountancy practice, as well as a variety of functional areas within business. Graduates of this major are expected to be competent, knowledgeable and have the ability to coordinate and manage a number of organisational types including for-profits, non-profits, public, private, domestic and multinational in domestic or international environments.



Intakes

February / July / October



Campus Locations

Level 2, 1-3 Fitzwilliam Street, PARRAMATTA NSW 2150
Level 6, 31-39 Macquarie Street, PARRAMATTA NSW 2150

Duration	• Full Time (Standard) – 3 years over 6 semesters • Part-time mode (only applicable to domestic students)
Mode of Delivery	Face-to-face
Admission Requirements	Learn More Find the information <u>domestic</u>, <u>international</u>, <u>mature-age</u>, and <u>alternative-entry applicants</u>.
Course Structure	• 24 units; 10 credit points(cps) per unit • 240 credit points to complete the <i>Bachelor of Business</i> course • 8 first-year common core units • 10 - 11 specialisation/major units • 5 - 6 elective units
Contact Hours Per Unit	• No work-based training involved • 2 hours lecture + 2 hours tutorial + 6 hours independent study = 10 hours workload per unit • 6-weeks delivery + 1-week semester break + 6-weeks delivery + 1-week study break + 2-weeks exam period
Course Progression and Attendance	<u>Learn More</u> Find the information you need to support your success at SCl.
Fees and Charges	<u>Learn More</u> Find the information you need to support your success at SCl.

111606B

BACHELOR OF BUSINESS ACCOUNTING MAJOR



Student Important Dates

Click to access key dates that support your study journey.

Proposed Unit Sequence

	Year 1	Year 2	Year 3	COM100 Business Communication	ACC100 Accounting for Business	ECO100 Business Economics	ITB100 Information Technology in Business	MKT100 Principles of Marketing	MGT100 Principles of Management	LAW100 Business Law	BUS100 Business Statistics
					Elective		Elective				Elective
							Elective				Elective

Students are required to complete all of the units listed below to fulfil the requirements of Bachelor of Business with Accounting major.

Unit Name	Prerequisites Unit/ Corequisites Unit
ACC201 Management Accounting	ACC100 Accounting for Business
ACC202 Financial Accounting	ACC100 Accounting for Business
ACC203 Corporate Accounting	ACC202 Financial Accounting
ACC301 Auditing and Assurance	ACC203 Corporate Accounting
ACC302 Management Control Systems	ACC201 Management Accounting
ACC303 Accounting Information Systems	ITB100 Information Technology in Business ACC201 Management Accounting ACC202 Financial Accounting
ACC304 Taxation Law	ACC100 Accounting for Business LAW100 Business Law
ACC305 Accounting Theory	ACC203 Corporate Accounting
BSE201 Corporate Governance, Ethics and Professionalism	MGT100 Principles of Management LAW100 Business Law
FIN201 Business Finance	ACC100 Accounting for Business ECO100 Business Economics
BUS301 Business Capstone	This unit can only be undertaken by the students in the final year of the studies or after having completed at least two third of the course credits.

*All units listed are considered Pre-requisites unless a Co-requisite is explicitly indicated.

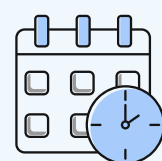
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BACHELOR OF BUSINESS

HOSPITALITY MANAGEMENT MAJOR

Bachelor of Business with Hospitality Management major is designed to give students a comprehensive basis for a management career in the hospitality industry. This major is aimed at providing learners with a thorough understanding of hospitality and business management, principles and relevant industry skills. This major of study will endow students with strong, real-life problem-solving capabilities, the ability to anticipate change and a commitment to lifelong personal development. This major prepares students for a professional career in the global hospitality industry.

Bachelor of Business with Hospitality Management major students are expected to gain the knowledge, attributes, skills, and experience of higher-level hospitality concepts and operations. They will study critical business and management units allowing them to enter the fast-changing global hospitality industry with confidence. Upon successful completion of this major, graduates could start a career in a five-star international hotel, a resort, a high-end restaurant or at a major tourist destination.



Intakes

February / July / October



Campus Locations

Level 2, 1-3 Fitzwilliam Street, PARRAMATTA NSW 2150
Level 6, 31-39 Macquarie Street, PARRAMATTA NSW 2150

Duration	• Full Time (Standard) – 3 years over 6 semesters • Part-time mode (only applicable to domestic students)
Mode of Delivery	Face-to-face
Admission Requirements	Learn More Find the information <u>domestic</u>, <u>international</u>, <u>mature-age</u>, and <u>alternative-entry applicants</u>.
Course Structure	• 24 units; 10 credit points (cps) per unit • 240 credit points to complete the <i>Bachelor of Business</i> course • 8 first-year common core units • 10 - 11 specialisation/major units • 5 - 6 elective units
Contact Hours Per Unit	• No work-based training involved • 2 hours lecture + 2 hours tutorial + 6 hours independent study = 10 hours workload per unit • 6-weeks delivery + 1-week semester break + 6-weeks delivery + 1-week study break + 2-weeks exam period
Course Progression and Attendance	<u>Learn More</u> Find the information you need to support your success at SCI.
Fees and Charges	<u>Learn More</u> Find the information you need to support your success at SCI.

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BACHELOR OF
BUSINESS
HOSPITALITY
MANAGEMENT
MAJOR



Student Important Dates

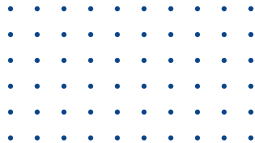
[Click](#) to access key dates that support your study journey.

Proposed Unit Sequence

Year 1 Year 2 Year 3	COM100 Business Communication	ACCI00 Accounting for Business	ECO100 Business Economics	ITBI00 Information Technology in Business	MKT100 Principles of Marketing	MGT100 Principles of Management	LAW100 Business Law	BUS100 Business Statistics
		Elective		Elective		Elective		
			Elective	Elective				

Students are required to complete all of the units listed below to fulfil the requirements of Bachelor of Business with Hospitality Management major.

Unit Name	Prerequisites Unit/ Corequisites Unit
HRM201 Human Resources Management	MGT100 Principles of Management
HOS201 Introduction to Hospitality Management	None
HOS202 Hospitality Operation Management	None
HOS203 Contemporary Accommodation Management	None
HOS204 Food and Beverage Management	None
HOS301 Hospitality Marketing	MKT100 Principles of Marketing
HOS302 Managing Customer Experience and Ethical Practice	None
HOS303 Global Trends in Hospitality	None
HOS304 Entrepreneurship and Business Venturing	MGT100 Principles of Management MKT100 Principles of Marketing
BSE201 Corporate Governance, Ethics and Professionalism	MGT100 Principles of Management LAW100 Business Law
BUS301 Business Capstone	This unit can only be undertaken by the students in the final year of the studies or after having completed at least two third of the course credits.
*All units listed are considered Pre-requisites unless a Co-requisite is explicitly indicated.	



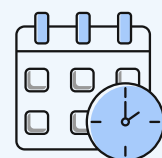
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BACHELOR OF BUSINESS

HUMAN SERVICES MANAGEMENT MAJOR

The *Bachelor of Business with Human Services Management major* is designed to provide graduates with a comprehensive and broad theoretical base of knowledge of human service practice principles and skills preparing them to manage human service delivery to diverse clientele across a variety of welfare settings in private, government and non-government organisations.

Due to the diversity of roles and settings in the human services area, the SCI *Bachelor of Business with Human Services Management major* will prepare graduates for a range of career opportunities. Graduates will be flexible in the translation and application of knowledge and skills to diverse settings. This major will draw on a wide range of perspectives and approaches to provide students with a solid foundation to work in co-ordination, management and leadership roles in community development, human service delivery and welfare organisations within Australia and globally such as age care, disability, childcare, local and global welfare organisations, government departments, charities and other non-government agencies.



Intakes

February / July / October



Campus Locations

Level 2, 1-3 Fitzwilliam Street, PARRAMATTA NSW 2150
Level 6, 31-39 Macquarie Street, PARRAMATTA NSW 2150

Duration	- Full Time (Standard) – 3 years over 6 semesters - Part-time mode (only applicable to domestic students)
Mode of Delivery	Face-to-face
Admission Requirements	Learn More Find the information domestic, international, mature-age, and alternative-entry applicants.
Course Structure	24 units; 10 credit points(cps) per unit 240 credit points to complete the <i>Bachelor of Business</i> course 8 first-year common core units 10 - 11 specialisation/major units 5 - 6 elective units
Contact Hours Per Unit	- No work-based training involved 2 hours lecture + 2 hours tutorial + 6 hours independent study = 10 hours workload per unit 6-weeks delivery + 1-week semester break + 6-weeks delivery + 1-week study break + 2-weeks exam period
Course Progress and Attendance	Learn More Find the information you need to support your success at SCI.
Fees and Charges	Learn More Find the information you need to support your success at SCI.

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BACHELOR OF BUSINESS HUMAN SERVICES MANAGEMENT MAJOR



Student Important Dates

Click to access key dates that support your study journey.

Proposed Unit Sequence

	COM100 Business Communication	ACCI00 Accounting for Business	ECO100 Business Economics	ITBI00 Information Technology in Business	MKT100 Principles of Marketing	MGT100 Principles of Management	LAW100 Business Law	BUS100 Business Statistics
Year 1								
Year 2		Elective		Elective		Elective		
Year 3			Elective	Elective				

Students are required to complete all of the units listed below to fulfil the requirements of Bachelor of Business with Human Services Management major.

Unit Name	Prerequisites Unit/ Corequisites Unit
HRM201 Human Resources Management	MGT100 Principles of Management
HSM201 Communications and Human Services	None
HSM202 Psychology in the Workplace	None
HSM203 Understanding Human Diversity and Adversity	None
HSM204 Foundation of Social Policy	None
HSM301 Contemporary Human Service Management	None
HSM302 Leadership in Human Service Practice	None
HSM303 Ethics and Intervention	None
HSM304 Change Management in Human Service	None
HSM305 Indigenous Cultures and Human Service	MGT100 Principles of Management LAW100 Business Law
BUS301 Business Capstone	This unit can only be undertaken by the students in the final year of the studies or after having completed at least two third of the course credits.

*All units listed are considered Pre-requisites unless a Co-requisite is explicitly indicated.

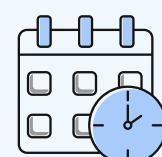
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BACHELOR OF BUSINESS

INFORMATION SYSTEMS MAJOR

Bachelor of Business with Information Systems major is designed to give learners knowledge leveraging the strengths of Information Systems and Business. This major is aimed at providing students with cognitive and technical skills to create and manage cohesive business solutions for diverse organisations and enables them to analyse and facilitate strategic and operational activities in organisations. Through this major, students have the opportunity to develop fundamental expertise in core business concepts problem-solving, communication and teamwork, allowing them to contribute to an organisation's overall goals in information systems.

Bachelor of Business with Information Systems major offers the learning experiences required for graduates to apply skills and knowledge to enhance the efficiency and effectiveness of business information systems in a range of organisational and business environments.



Intakes

February / July / October



Campus Locations

Level 2, 1-3 Fitzwilliam Street, PARRAMATTA NSW 2150
Level 6, 31-39 Macquarie Street, PARRAMATTA NSW 2150

Duration	- Full Time (Standard) – 3 years over 6 semesters - Part-time mode (only applicable to domestic students)
Mode of Delivery	Face-to-face
Admission Requirements	Learn More Find the information domestic, international, mature-age, and alternative-entry applicants.
Course Structure	24 units; 10 credit points(cps) per unit 240 credit points to complete the <i>Bachelor of Business</i> course 8 first-year common core units 10 - 11 specialisation/major units 5 - 6 elective units
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Course Progress and Attendance	Learn More Find the information you need to support your success at SCI.
Fees and Charges	Learn More Find the information you need to support your success at SCI.

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BACHELOR OF BUSINESS INFORMATION SYSTEMS MAJOR



Student Important Dates

[Click](#) to access key dates that support your study journey.

Proposed Unit Sequence

Year 1 Year 2 Year 3	COM100 Business Communication	ACCI00 Accounting for Business	ECO100 Business Economics	ITBI00 Information Technology in Business	MKT100 Principles of Marketing	MGT100 Principles of Management	LAW100 Business Law	BUS100 Business Statistics
		Elective		Elective			Elective	
			Elective	Elective				Elective

Students are required to complete all of the units listed below to fulfil the requirements of Bachelor of Business with Information Systems major.

Unit Name	Prerequisites Unit/ Corequisites Unit
BIS201 Communications and Networks	None
BIS202 Programming Concepts	None
BIS203 System Analysis and Design	ITBI00 Information Technology in Business
BIS204 Database Management Systems	None
BIS301 Information and Communication Security	BIS201 Communications and Networks
BIS302 Web Application Development	BIS201 Communications and Networks
BIS303 E-business Solutions	BIS302 Web Application Development
BIS304 Information System Project	BIS201 Communications and Networks BIS203 System Analysis and Design BIS204 Database Management Systems BIS302 Web Application Development BIS303 E-business Solutions
BSE201 Corporate Governance, Ethics and Professionalism	MGT100 Principles of Management LAW100 Business Law
BUS301 Business Capstone	This unit can only be undertaken by the students in the final year of the studies or after having completed at least two third of the course credits.

*All units listed are considered Pre-requisites unless a Co-requisite is explicitly indicated.

COURSE ACCREDITATION

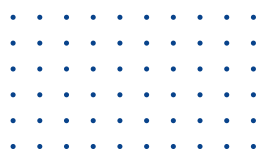
SCI recognises the significance of professional accreditation of its courses. SCI has benchmarked its courses against the accreditation standards and requirements of comparable institutions. *Bachelor of Business with Accounting major* is professionally accredited by *CPA Australia and Chartered Accountants Australia and New Zealand (CA ANZ)*, subject to completion of the required accredited units and any additional requirements specified by the relevant professional body. The development of the *Bachelor of Business with Information Systems major* has been guided by the established guidelines set by the *Australian Computer Society (ACS)*, *Bachelor of Business with Hospitality Management major* has been guided by the established guidelines set by *CAUTHE*, and *Bachelor of Business with Human Services Management major* has been guided by the established guidelines set by accrediting body/bodies.

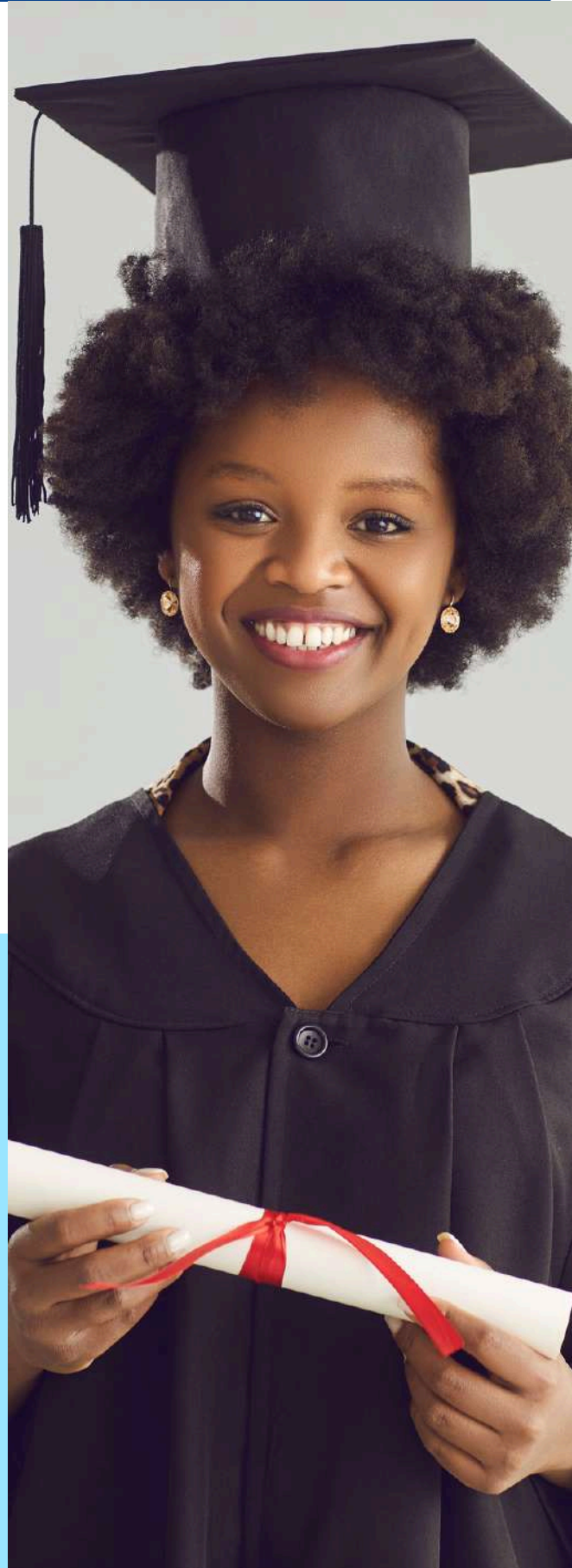
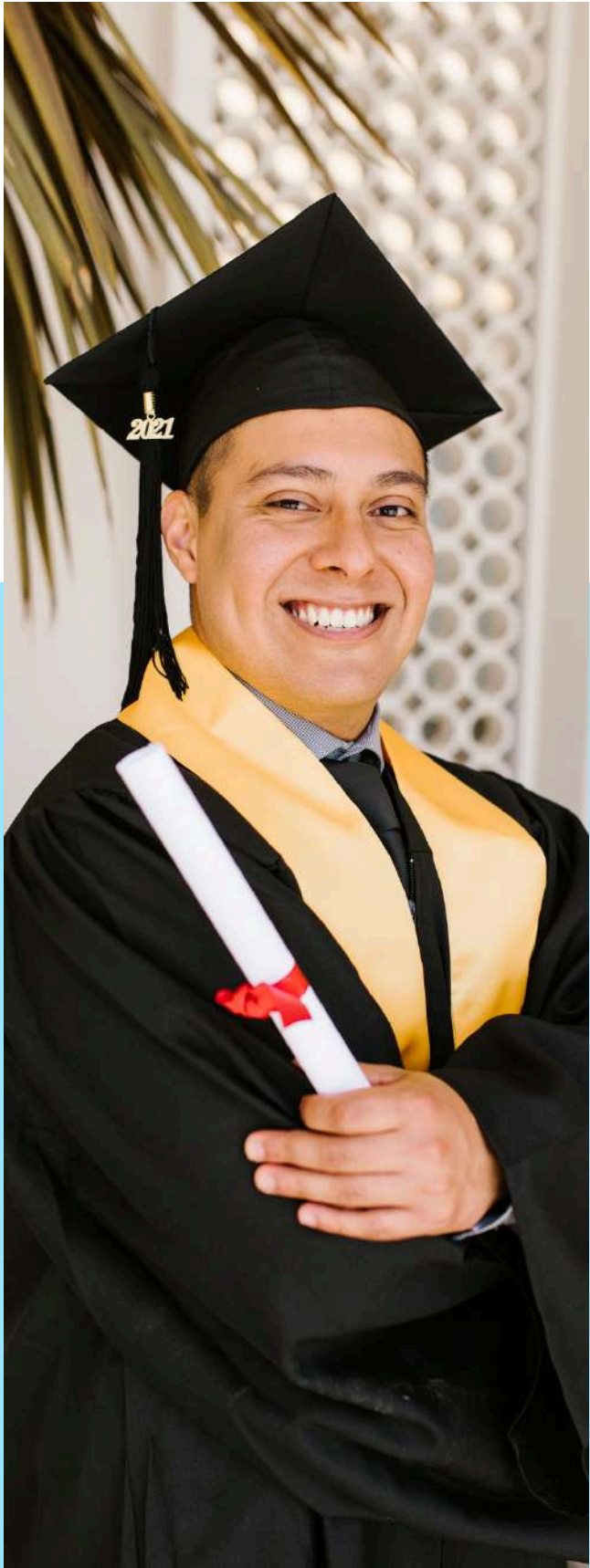


POSTGRADUATE ICT COURSES

SCI offers the following postgraduate Information and Communications Technology courses:

Award Name	Abbreviation
Graduate Diploma of Information and Communications Technology	GDICT
Master of Information and Communications Technology	MICT





POSTGRADUATE COURSES

Graduate Attributes

The graduates of Southern Cross Institute (SCI) will have the following attributes:

- 1 Apply ethical principles to professional decision-making to protect individual rights and human dignity and promote sustainable communities;
- 2 Apply advanced disciplinary knowledge to address complex social, intellectual and technical problems;
- 3 Critically analyse and evaluate professional practices, principles, strategies and impacts to enable continuous improvements in service;
- 4 Generate, adapt and communicate information appropriately to meet the needs of people from diverse cultural, social and economic backgrounds;
- 5 Work autonomously, reflectively and collaboratively in professional contexts to advance the needs and interests of stakeholders and community;
- 6 Use relevant technologies and tools within the structure of the coursework through course teaching modalities and field placements, to conduct quantitative and qualitative research and enhance professional practice.

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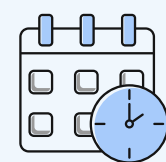
POSTGRADUATE COURSE

GRADUATE DIPLOMA OF INFORMATION AND COMMUNICATIONS TECHNOLOGY (GDICT)

The SCI Graduate Diploma of Information & Communications Technology (GDICT) course aims to provide students with a specialised and comprehensive education in ICT, preparing them to excel in various IT-related entry level roles.

This course will serve as a pathway to the *Master of Information & Communications Technology (MICT)* course. Students who complete the GDICT can get credit while enrolling in the MICT course at SCI.

This pathway allows students to build upon their foundational understanding of ICT gained through the diploma and progress to a more advanced level of study and specialisation within the field.



Intakes

February / July / October



Campus Locations

Level 2, 1-3 Fitzwilliam Street, PARRAMATTA NSW 2150

Level 6, 31-39 Macquarie Street, PARRAMATTA NSW 2150

Duration	• Full Time (Standard) – 1 year over 2 semesters • Part-time mode (only applicable to domestic students)
Mode of Delivery	Face-to-face
Admission Requirements	Learn More Find the information you need to support your success at SCI.
Course Structure	• 8 units; 20 credit points(cps) per unit • 160 credit points to complete the GDICT course
Contact Hours Per Unit	• No work-based training involved • 2 hours lecture + 2 hours tutorial + 8 hours independent study = 12 hours workload per unit
Course Progression and Attendance	Learn More Find the information you need to support your success at SCI.
Fees and Charges	Learn More Find the information you need to support your success at SCI.



GRADUATE DIPLOMA OF INFORMATION AND COMMUNICATIONS TECHNOLOGY (GDICT)

Course Aim and Rationale

The SCI *Graduate Diploma of Information and Communications Technology (GDICT)* course aims to provide students with a specialised and comprehensive education in ICT, preparing them to excel in various IT-related entry level roles. This course will serve as a pathway to the *Master of Information and Communications Technology (MICT)* course. Students who complete the GDICT can get credit while enrolling in the Master of Information and Communications Technology (MICT) course at SCI. This pathway allows students to build upon their foundational understanding of ICT gained through the diploma and progress to a more advanced level of study and specialisation within the field.

Industry Needs

The Graduate Diploma of Information and Communications Technology (GDICT) course at SCI is designed to align with the evolving needs of the ICT industry. In today's rapidly advancing technological landscape, there is a growing demand for highly skilled and adaptable ICT professionals who can navigate the complexities of the digital world. [1]

The industry requires ICT specialists who possess advanced knowledge of cutting-edge technologies, data management, and ethical considerations. The GDICT course aims to equip students with a comprehensive understanding of ICT principles and emerging technologies. Graduates of this course will possess essential technical skills, capable of designing and implementing IT solutions and managing data effectively. They will excel in clear communication, interdisciplinary collaboration, and ethical IT practices.

* [1] <https://www.statista.com/outlook/tmo/it-services/australia>

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GRADUATE DIPLOMA OF INFORMATION AND COMMUNICATIONS TECHNOLOGY (GDICT)

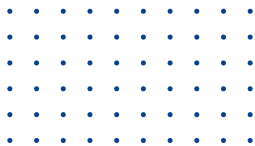
Proposed Unit Sequence

Year 1	Semester 1	ICT801 Information Systems and Strategy	ICT802 Communication and Networks	ICT803 Programming Concepts	ICT804 Database Design and Development
	Semester 2	ICT805 Cybersecurity	ICT806 Corporate Governance, Ethics and Professionalism	ICT807 Web Technologies	ICT808 System Analysis and Design



Student Important Dates

[Click](#) to access key dates that support your study journey.



To complete the GDICT, the student would need to complete all 8 units.
Students are required to complete all of the units listed below to fulfil the requirements of GDICT.

Unit Name	Prerequisites Unit/ Corequisites Unit
ICT801 Information Systems and Strategy	N/A
ICT802 Communication and Networks	N/A
ICT803 Programming Concepts	N/A
ICT804 Database Design and Development	ICT801 Information Systems and Strategy
ICT805 Cybersecurity	ICT801 Information Systems and Strategy ICT804 Database Design and Development
ICT806 Corporate Governance, Ethics and Professionalism	N/A
ICT807 Web Technologies	ICT801 Information Systems and Strategy ICT803 Programming Concepts
ICT808 System Analysis and Design	ICT804 Database Design and Development

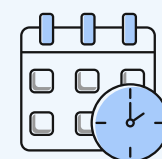
*All units listed are considered Pre-requisites unless a Co-requisite is explicitly indicated.

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POSTGRADUATE COURSE

MASTER OF INFORMATION AND COMMUNICATIONS TECHNOLOGY (MICT)

The *Master of Information and Communications Technology (MICT)* course at SCI stems from a deep understanding of the dynamic nature of the technological landscape and its significant impact on global societies. The course incorporates integration of leading-edge theory and technical knowledge laying the foundation for a prosperous career as an ICT professional not only in Australia but also on a global scale. It is meticulously designed to equip students for entry into the technology sector, where they will play a pivotal role in spearheading innovation and advancing the realms of information and communications technology as well as business. This unique approach ensures that students graduate with a well-rounded skill set, encompassing both deep theoretical knowledge and the ability to apply this knowledge in real-world scenarios.



Intakes

February / July / October



Campus Locations

Level 2, 1-3 Fitzwilliam Street, PARRAMATTA NSW 2150
Level 6, 31-39 Macquarie Street, PARRAMATTA NSW 2150

Duration	- Full Time (Standard) – 2 years over 4 semesters - Part-time mode (only applicable to domestic students)
Mode of Delivery	Face-to-face
Admission Requirements	Learn More Find the information you need to support your success at SCI.
Course Structure	16 units, 20 credit points per unit except for ICT Capstone Project, which is 40 credit points 320 credit points to complete the course
Contact Hours Per Unit	- No work-based training involved 2 hours lecture + 2 hours tutorial + 8 hours independent study = 12 hours workload per unit
Course Progression and Attendance	Learn More Find the information you need to support your success at SCI.
Fees and Charges	Learn More Find the information you need to support your success at SCI.

MASTER OF INFORMATION AND COMMUNICATIONS TECHNOLOGY (MICT)

Course Aim

The SCI *Master of Information and Communications Technology (MICT)* course aims to provide students with cognitive and technical abilities essential for excelling in the dynamic and rapidly evolving field of information and communications technology. This will equip the students with skills to effectively communicate complex technical concepts in a clear manner, facilitating productive teamwork and enabling effective knowledge sharing. The MICT course will help students with the ability to make well-informed decisions, adapt swiftly to evolving technological landscapes, and uphold a strong sense of professional responsibility. The course will emphasise practical application, foster critical thinking, and promote effective problem-solving in order to equip students to excel in technology-related positions. Upon completion of the MICT course, graduates will be able to demonstrate the ability to work effectively with diverse teams, convey technical concepts, and uphold high ethical and professional standards in the industry.

Industry Needs

The *Master of Information and Communications Technology (MICT)* course at SCI is designed to cater to the industry needs of information and communications technology. As technology is changing rapidly and new roles continue to evolve, the information and communications technology sector is set for a promising future¹. Various industries recognise the importance of information and communications technology professionals in their operations, and with the rise in entrepreneurial initiatives and start-up ventures, the demand for expertise in information and communications technology will continue to rise.

There has been a strong overall growth in Australian technology workers which is expected to continue — it's forecast that there will be over 1.2 million technology workers in Australia by 2027*. This means that the field of information and communications technology (ICT) presents exceptional job prospects both presently and in the years ahead. As students progress in their careers and potentially pursue advanced studies, they will have the opportunity to expand their skills and knowledge, paving the way for higher-level or specialised roles. The MICT course is developed by industry professionals in line with the current business demands and aims to cultivate graduates equipped with the essential skills and expertise to harness the potential of existing technologies, capitalise on emerging technological opportunities, and assist organisations gain value from information and communications technology.

* <https://www.deloitte.com/au/en/services/economics/perspectives/australias-digital-pulse.html>

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MASTER OF INFORMATION AND COMMUNICATIONS TECHNOLOGY (MICT)

Year 1	Semester 1	ICT801 Information Systems and Strategy	ICT802 Communication and Networks	ICT803 Programming Concepts	ICT804 Database Design and Development
	Semester 2	ICT805 Cybersecurity	ICT806 Corporate Governance, Ethics and Professionalism	ICT807 Web Technologies	ICT808 System Analysis and Design
Year 2	Semester 3	ICT901 Business Intelligence	ICT902 Artificial Intelligence and Machine Learning	ICT903 Mobile Computing	ICT904 Information Technology Project Management
	Semester 4	ICT905 Cloud Computing	ICT906 Big Data	ICT907 ICT Capstone Project	—

To complete the MICT, students must complete all required units, totalling 320 credit points.
Students are required to complete all of the units listed below to fulfil the requirements of MICT.



Student Important Dates

[Click](#) to access key dates that support your study journey.

Proposed Unit Sequence

Unit Name	Prerequisites Unit/ Corequisites Unit
ICT801 Information Systems and Strategy	N/A
ICT802 Communication and Networks	N/A
ICT803 Programming Concepts	N/A
ICT804 Database Design and Development	ICT801 Information Systems and Strategy
ICT805 Cybersecurity	ICT801 Information Systems and Strategy ICT804 Database Design and Development
ICT806 Corporate Governance, Ethics and Professionalism	N/A
ICT807 Web Technologies	ICT801 Information Systems and Strategy ICT803 Programming Concepts
ICT808 System Analysis and Design	ICT804 Database Design and Development
ICT901 Business Intelligence	ICT801 Information Systems and Strategy ICT803 Programming Concepts ICT804 Database Design and Development ICT808 System Analysis and Design
ICT902 Artificial Intelligence and Machine Learning	ICT801 Information Systems and Strategy ICT803 Programming Concepts ICT804 Database Design and Development
ICT903 Mobile Computing	ICT803 Programming Concepts ICT804 Database Design and Development ICT807 Web Technologies ICT808 System Analysis and Design
ICT904 Information Technology Project Management	ICT801 Information Systems and Strategy ICT808 System Analysis and Design
ICT905 Cloud Computing	ICT803 Programming Concepts ICT804 Database Design and Development ICT807 Web Technologies ICT808 System Analysis and Design
ICT906 Big Data	ICT806 Corporate Governance, Ethics and Professionalism ICT901 Business Intelligence
ICT907 ICT Capstone Project	ICT801 – Information Systems and Strategy ICT802 – Communications and Networks ICT804 – Database Design and Development ICT808 – System Analysis and Design ICT904 – Information Technology Project Management

*All units listed are considered Pre-requisites unless a Co-requisite is explicitly indicated.

SOUTHERN CROSS INSTITUTE STUDENT ASSOCIATION (SCISA)

The *Southern Cross Institute Student Association (SCISA)* is the recognised student representative body at SCI. SCISA supports student advocacy and representation and provides opportunities for students to participate in cultural, social, sporting and educational activities that contribute to student engagement and the student experience.

SCISA facilitates communication between students and the Institute, encourages student participation, and provides a formal channel for students to share their views and feedback, supporting the continuous improvement of the student experience.

Student feedback is analysed and reported through SCI's relevant governance processes and informs ongoing improvements to teaching, learning, student support and the overall student experience.

All students are encouraged to participate in SCISA activities and become actively involved in the SCI community.



MESSAGES FROM SCISA REPRESENTATIVES

Meet some of the elected SCISA representatives who help foster an engaging and inclusive student community at SCI.



Ali Asjid
SCISA President
*Bachelor of Business
with Hospitality Management major*

“

Hey everyone! I'm truly honored and excited to serve as your newly elected *Southern Cross Institute Student Association (SCISA)* President. I look forward to representing our student community, bringing fresh ideas, and creating a more fun, engaging, and inclusive campus experience for everyone.

Together with the *Southern Cross Institute Student Association (SCISA)* team, I hope to organise exciting events, encourage student involvement, and make student life more memorable. Thank you for your trust and support — let's make this year amazing together!

”

“

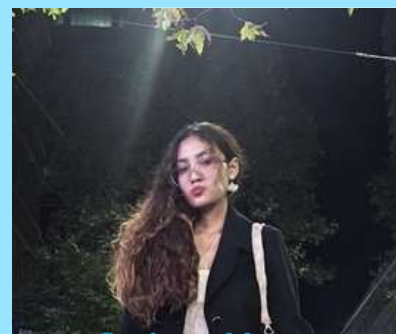
Hi amazing people! I'm currently pursuing my *Master of Information and Communications Technology* here at Southern Cross Institute (SCI). I'm excited and honoured to serve as your Vice President.

I look forward to supporting students, bringing positive energy, and helping make student life easier, more enjoyable, and more connected for everyone. Together, let's create a fun, supportive, and memorable experience at Southern Cross Institute (SCI)!

”



Gurpreet Kaur
SCISA Vice President
*Master of Information and
Communications Technology*



Sushma Magar
SCISA Secretary
*Bachelor of Business
with Information Systems major*

“

Hey everyone! I'm excited to serve as your Secretary. I'm passionate about keeping our student community connected, informed, and organised while making sure every student's voice is heard and valued.

I want to help create better communication, stronger teamwork, and a more positive student experience for everyone. Let's work together to make our journey at Southern Cross Institute (SCI) more fun, smooth, and unforgettable!

”

Two overlapping blue squares, one slightly offset to the right and top of the other.

Your Path to SCI





SOUTHERN CROSS
INSTITUTE

ADMISSION REQUIREMENTS UNDERGRADUATE COURSES



ADMISSION REQUIREMENTS

DOMESTIC STUDENTS

Domestic applicants must be at least 18 years of age at the time of course commencement and meet at least one of the following academic entry criteria for admission to an undergraduate course:

- HSC/Year 12 certificate passed with a minimum ATAR of 65;
- Satisfactory completion of an authorised Tertiary Preparation Program, Tertiary Orientation Program, or a Foundation Year Program through an accredited higher education institution provided at:
 - Australian Universities;
 - TAFE Institutes;
 - Government approved Registered Training Organisations (RTOs).
- Satisfactory completion of one year of accredited full-time study in the associated discipline at Certificate IV or greater level at a licensed Australian supplier of tertiary education, as follows:
 - Certificate IV;
 - Diploma of Business;
 - Advanced Diploma;
 - Vocational Graduate Certificate;
 - Vocational Graduate Diploma;
 - Associate Degree;
 - Bachelors' Degree.



ADMISSION REQUIREMENTS

INTERNATIONAL STUDENTS

International applicants must be at least 18 years of age at the time of course commencement, meet at least one of the following academic entry criteria and satisfy SCI's English language proficiency requirements where English is not their first language.

Academic entry may be demonstrated through:

- An HSC/Year 12 certificate, a minimum ATAR of 65 or equivalent, or an international equivalent qualification recognised by the Australian Government *Department of Education's Country Education Profiles (CEP)*, formerly NOOSR/AEI-NOOSR;
- Satisfactory completion of an authorised Tertiary Preparation Program, Tertiary Orientation Program or Foundation Year Program through an accredited institution, including an Australian university, TAFE institute, government-approved Registered Training Organisation or an approved foreign provider recognised by CEP;
- Satisfactory completion of one year of accredited full-time study in an associated discipline at Certificate IV or higher through a licensed Australian tertiary education provider. Eligible qualifications include a Certificate IV, Diploma of Business, Advanced Diploma, Vocational Graduate Certificate, Vocational Graduate Diploma, Associate Degree or Bachelor's Degree; or
- Satisfactory completion of one year of accredited full-time study in an associated discipline at Certificate IV or higher through an accredited foreign education provider recognised by CEP.

After satisfying the academic and English language admission requirements:

- The applicant must submit a completed *Genuine Student (GS)* form for assessment by SCI before a Confirmation of Enrolment (CoE) is issued;
- SCI's institutional GS assessment is separate from the GS requirement assessed by the *Department of Home Affairs* as part of the student visa application;
- An application may be declined if the applicant does not meet SCI's GS assessment requirements;
- Satisfactory completion of SCI's GS assessment and payment of the required tuition fees are required for the issuance of a CoE; and
- Before commencing study, the applicant must provide SCI with evidence of a valid visa permitting them to study in Australia.

For further information, please refer to the *Admissions Policy and Procedure*.



ADMISSION REQUIREMENTS

MATURE AGE STUDENTS

For mature age candidates who do not fulfil the academic entry criteria indicated above, the Institute offers the following alternative entry route:

- Applicants may apply as Mature Age candidates if they are 21 years of age or older and do not qualify for admission based solely on formal academic achievement;
- The Institute acknowledges that preparing for tertiary study is not achieved solely by formal academic certifications and that through wide-ranging experiences and casual or informal study, useful intellectual and skill development can be achieved. Based on the proof of accomplishment and their interest in and ability to work in the wide sector of their selected area of further study, the case of each applicant is assessed for admission based on their merits;
- An applicant must be 21 years of age or older by 1 January (for admission in February) or by 1 June (for entry in July) in the year of commencement of their suggested course to be regarded in the Mature Age Admission category;
- An application for admission in this category is assessed based on an evaluation of the work experience, intellectual capacity and personal skills and attributes. The candidates should guarantee that their application contains the following (if applicable) information:
 - Details of formal education including level reached, state/country, year, units and results;
 - Details of other study, training or development courses attempted or completed since leaving school;
 - Work experience;
 - Details and proof of membership and affiliations with recognised professional and semi-professional bodies;
 - Two professional referee reports.
- Mature age applicants may be assessed for specialised requirements, such as mathematical ability, as deemed necessary by the Dean or the nominee;
- The Dean or the nominee reserves the right to evaluate evidence provided by the applicant or conduct suitable assessments to ensure compatibility with the chosen course of study;
- The Dean or the nominee ensures that the candidates' work experience is sufficient to enable them to enter the course. This involves an interview, along with a portfolio submission that will be assessed by the Dean or the nominee. The portfolio needs to include:
 - A recent resume demonstrating 3-5 years of professional experience (paid or voluntary) in an area directly related to the chosen course;
 - A 500-word personal statement outlining the motivation, commitment and ability to pursue studies within the chosen course; and
 - A minimum of two references related to the candidate's professional experience.
- The Dean or the nominee is responsible for making all decisions for mature age admission;
- The Dean or nominee reports to the Academic Board on approved mature-age applicants, their qualification and experience on the basis of which SCI admission decision has been made.

ALTERNATIVE ADMISSION ARRANGEMENTS

- The Institute considers inclusivity, equity and access as important factors relevant to admission decision and provide alternative admission provisions for entry. In accordance with this principle, the Academic Board of the Institute may approve provisions for admissions for reasons such as:
 - Encouraging and helping students from Aboriginal and Torres Strait Islander backgrounds to enrol in the SCI study course; or
 - Providing access to the disadvantaged educationally or socially;
 - Providing support for students with special needs or a disability;
 - Addressing the under-representation of designated subgroups including, but not limited to, students with cultural or linguistic diversity.
- The Institute monitors academic progress and provides adequate support to students admitted under any conditions based on equity and access.





SOUTHERN CROSS
INSTITUTE

ADMISSION REQUIREMENTS POSTGRADUATE COURSES



ADMISSION REQUIREMENTS

GDICT AND MICT

An applicant for admission to a graduate course must be over 18 years of age and satisfy at least one of the following academic admission requirements.

Graduate Diploma of Information and Communications Technology (GDICT)	Master of Information and Communications Technology (MICT)
Successful completion of a relevant bachelor (AQF Level 7) degree or equivalent; or	Successful completion of a bachelor's degree from an Australian higher education institution or overseas equivalent.
Successful completion of a Graduate Certificate (or equivalent) in similar discipline from an Australian higher education institution or overseas equivalent.	Successful completion of a Graduate Certificate or Graduate Diploma from an Australian institution or overseas equivalent.
Equivalent prior learning including at least five years relevant professional experience that demonstrates potential to pursue graduate course.	Successful completion of an approved Graduate Qualifying Program from an Australian higher education institution or overseas equivalent. In addition to the above, students enrolling in the <i>Master Information and Communications Technology</i>, require a bachelor's degree from an Australian higher education institution or overseas equivalent in a discipline containing mathematics up to year two level.* (*) A discipline containing "mathematics up to year two level" would mean that applicants need to have an appropriate background in one of the following areas: Discrete Mathematics; Linear Algebra; Engineering Mathematics; Calculus; Statistics; Probability; Actuarial Math; Numerical Methods; Vector Algebra.

ENGLISH LANGUAGE REQUIREMENTS

To ensure that students can engage effectively in their studies and participate in practice-based learning where necessary, applicants must meet the applicable English language requirements.

Applicants relying on English as their first language must provide evidence of citizenship or permanent long-term residency of at least ten years and/or completion of secondary or higher education studies in an English-speaking country recognised by SCI.

Recognised countries are:

- American Samoa, Australia, Botswana, Canada excluding Quebec, Fiji, Ghana, Guyana, Ireland, Jamaica, Kenya, Lesotho, Liberia, New Zealand, Nigeria, Papua New Guinea, Singapore, Solomon Islands, South Africa, Tonga, Trinidad and Tobago, the United Kingdom, the United States of America, Zambia and Zimbabwe.

Applicants whose first language is not English, or who have not completed secondary or tertiary education entirely in English, including all teaching, assessments and examinations, must satisfy one of the following:

- an International English Language Testing System (IELTS) test or accepted equivalent; or
- successful completion of an approved English for Academic Purposes course.

English language proficiency evidence must have been obtained within the two years immediately preceding commencement of the course.

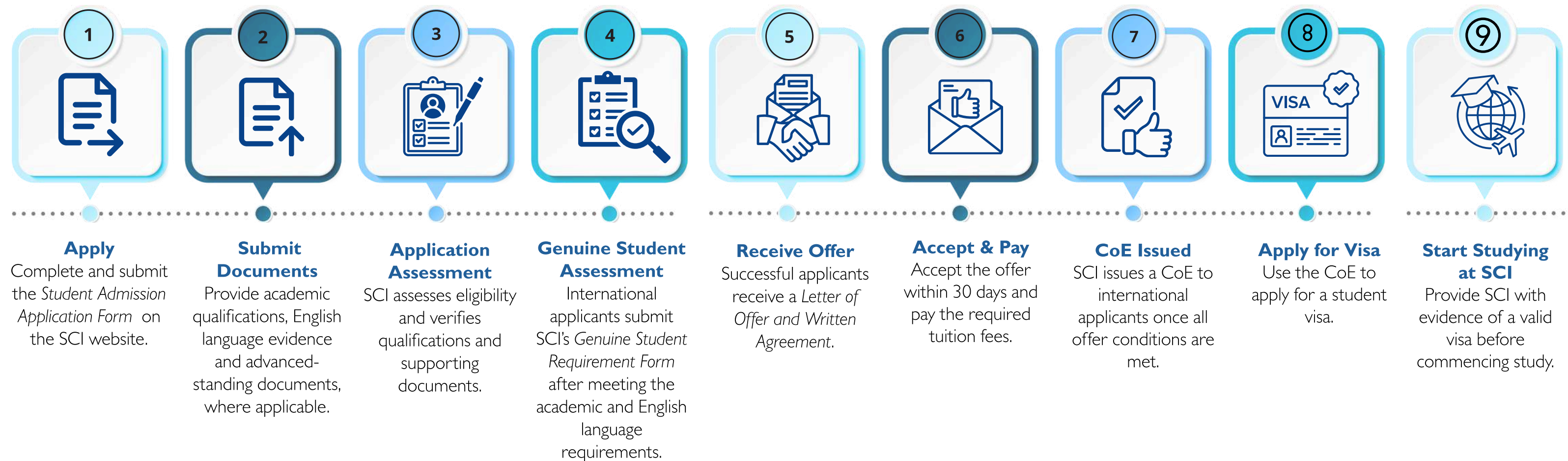
Test	Undergraduate Course	Graduate ICT Courses
IELTS	6.0 (or better) (no component lower than 5.5)	6.5 with no band less than 6
Pearson (PTE Academic)	Minimum overall score of 50 with no band less than 42	58 with no score less than 50
Duolingo English Test*	Minimum overall score of 105 (or better)	Minimum overall score of 120 (or better)

*The conversion of IELTS scores into Duolingo English Test and TOEFL iBT is found at <https://englishtest.duolingo.com/scores>.

Applicants may also satisfy SCI's English language proficiency requirements by successfully completing at least one year of full-time equivalent study in an AQF Certificate IV or higher qualification delivered entirely in English in Australia. Academic performance in the completed units must be satisfactory, and applicants must provide evidence confirming that the language of instruction and assessment was entirely English.

For further information, please refer to the *Admissions Policy and Procedure*.

HOW TO APPLY



 SCI's Genuine Student (GS) assessment is separate from the *Department of Home Affairs'* GS requirement. Applicants must provide accurate and truthful information. Incorrect or misleading information may result in admission being refused or an offer being withdrawn. Please note that meeting the minimum admission requirements does not guarantee an offer. Applicants may appeal in accordance with the *Student Grievance Management Policy and Procedure*.

For further information, please refer to the *Admissions Policy and Procedure*.

ADVANCED STANDING AND RECOGNITION OF PRIOR LEARNING

SCI recognises prior learning in accordance with the *Advanced Standing Policy and Procedure*. Advanced standing may include credit transfer for formally completed units of study and Recognition of Prior Learning (RPL) based on relevant informal, non-formal or experiential learning.

- Applications are assessed openly, fairly and consistently through evidence-based processes.
- Assessment considers whether the content, including learning outcomes and assessment tasks, is at least 80% similar to the SCI course for which advanced standing is sought.
- Assessment also considers the learning outcomes, application of theory and practice, volume and content of learning, and assessment approaches.
- Advanced standing is not granted for prior study completed more than ten years ago. A shorter period may apply where there have been recent or significant changes in the relevant field.
- For graduate Information and Communications Technology courses, a seven-year limit applies to RPL and credit transfer.
- Applicants must submit the Advanced Standing Application Form by the published deadline before the semester, together with adequate supporting documentation. Transcripts and other supporting documents should be originals or certified copies.
- The Dean or nominee decides the application. Written notification is provided within ten working days, provided all required documents have been submitted.
- Students must complete at least 50% of the course's total credit-point value at SCI to receive an undergraduate or graduate degree award.
- For international students, approved advanced standing may reduce the course duration. The CoE will reflect the shortened duration or be amended after study has commenced.
- Students may appeal an advanced-standing decision in accordance with the *Student Grievance Management Policy and Procedure*.

For further information, please refer to the *Advanced Standing Policy and Procedure*.

INTERNATIONAL STUDENT TRANSFERS

SCI manages international student transfers in accordance with the *Education Services for Overseas Students Act 2000*, the *National Code of Practice for Providers of Education and Training to Overseas Students 2018* and relevant SCI policies.

- SCI will not knowingly enrol an international student seeking to transfer from another registered provider before the student has completed six months of their principal course unless the release is recorded in PRISMS or an exception under the National Code applies.
- Students seeking to transfer from SCI before completing six months of their principal course must submit a written request and a valid *Letter of Offer and Written Agreement* from another registered provider.
- SCI assesses transfer requests fairly, transparently and consistently and provides a written outcome within ten working days of receiving all required supporting documentation. There is no charge for processing a release request.
- Where a release is approved, SCI records the outcome in PRISMS, cancels the student's CoE and advises the student to contact the *Department of Home Affairs* regarding any visa implications.
- Where a request is refused, SCI provides written reasons. Students may appeal within twenty working days in accordance with the *Student Grievance Management Policy and Procedure*.

For further information, please refer to the *International Student Transfer Policy and Procedure* published on the SCI website.



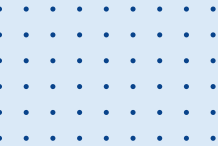


Important Dates



IMPORTANT DATES UNDERGRADUATE COURSES

Semester 1, 2026	Dates
Orientation Day	Monday, 23 February 2026 and Friday, 27 February 2026
Start of Classes	Monday, 2 March 2026
Enrolments Close	Friday, 13 March 2026
Census Date	Friday, 27 March 2026
End of Study Period	Friday, 22 May 2026
Exam Preparation Week	Monday, 25 May 2026 – Saturday, 30 May 2026
Exam Week	Monday, 1 June 2026 – Saturday, 6 June 2026
Semester 2, 2026	Dates
Orientation Day	Monday, 29 June 2026 and Friday, 3 July 2026
Start of Classes	Monday, 6 July 2026
Enrolments Close	Friday, 17 July 2026
Census Date	Friday, 31 July 2026
End of Study Period	Friday, 25 September 2026
Exam Preparation Week	Monday, 28 September 2026 – Friday, 2 October 2026
Exam Week	Tuesday, 6 October 2026 – Friday, 9 October 2026
Summer Semester, 2026	Dates
Orientation Day	Thursday, 22 October 2026 and Friday, 23 October 2026
Start of Classes	Monday, 26 October 2026
Enrolments Close	Friday, 6 November 2026
Census Date	Friday, 20 November 2026
End of Study Period	Friday, 29 January 2027
Exam Week	Monday, 1 February 2027 – Friday, 5 February 2027



IMPORTANT
DATES

GRADUATE DIPLOMA
OF INFORMATION AND
COMMUNICATIONS
TECHNOLOGY (GDICT)

Semester 1, 2026	Dates
Orientation Day	Monday, 23 February 2026 and Friday, 27 February 2026
Start of Classes	Monday, 2 March 2026
Enrolments Close	Friday, 13 March 2026
Census Date	Friday, 27 March 2026
End of Study Period	Friday, 22 May 2026
Exam Preparation Week	Monday, 25 May 2026 – Saturday, 30 May 2026
Exam Week	Monday, 1 June 2026 – Saturday, 6 June 2026
Semester 2, 2026	Dates
Orientation Day	Monday, 29 June 2026 and Friday, 3 July 2026
Start of Classes	Monday, 6 July 2026
Enrolments Close	Friday, 17 July 2026
Census Date	Friday, 31 July 2026
End of Study Period	Friday, 25 September 2026
Exam Preparation Week	Monday, 28 September 2026 – Friday, 2 October 2026
Exam Week	Tuesday, 6 October 2026 – Friday, 9 October 2026
Summer Semester, 2026	Dates
Orientation Day	Thursday, 22 October 2026 and Friday, 23 October 2026
Start of Classes	Monday, 26 October 2026
Enrolments Close	Friday, 6 November 2026
Census Date	Friday, 20 November 2026
End of Study Period	Friday, 29 January 2027
Exam Week	Monday, 1 February 2027 – Friday, 5 February 2027



IMPORTANT DATES

MASTER OF INFORMATION AND COMMUNICATIONS TECHNOLOGY (MICT)

Semester 1, 2026	Dates
Orientation Day	Monday, 23 February 2026 and Friday, 27 February 2026
Start of Classes	Monday, 2 March 2026
Enrolments Close	Friday, 13 March 2026
Census Date	Friday, 27 March 2026
End of Study Period	Friday, 22 May 2026
Exam Preparation Week	Monday, 25 May 2026 – Saturday, 30 May 2026
Exam Week	Monday, 1 June 2026 – Saturday, 6 June 2026
Semester 2, 2026	Dates
Orientation Day	Monday, 29 June 2026 and Friday, 3 July 2026
Start of Classes	Monday, 6 July 2026
Enrolments Close	Friday, 17 July 2026
Census Date	Friday, 31 July 2026
End of Study Period	Friday, 25 September 2026
Exam Preparation Week	Monday, 28 September 2026 – Friday, 2 October 2026
Exam Week	Tuesday, 6 October 2026 – Friday, 9 October 2026
Summer Semester, 2026	Dates
Orientation Day	Thursday, 22 October 2026 and Friday, 23 October 2026
Start of Classes	Monday, 26 October 2026
Enrolments Close	Friday, 6 November 2026
Census Date	Friday, 20 November 2026
End of Study Period	Friday, 29 January 2027
Exam Week	Monday, 1 February 2027 – Friday, 5 February 2027



SOUTHERN CROSS
INSTITUTE



Learning Support Services

LEARNING SYSTEMS AND RESOURCES

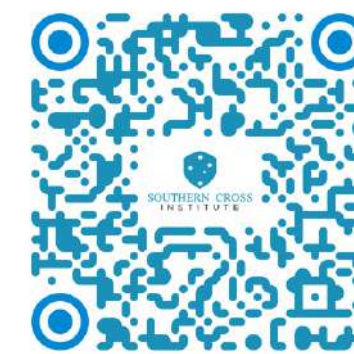
SCI provides students with access to learning resources and educational technologies that support teaching, learning and academic success.

Students have access to Moodle, SCI's learning management system, which provides access to learning materials, assessment information, course communications and academic resources.

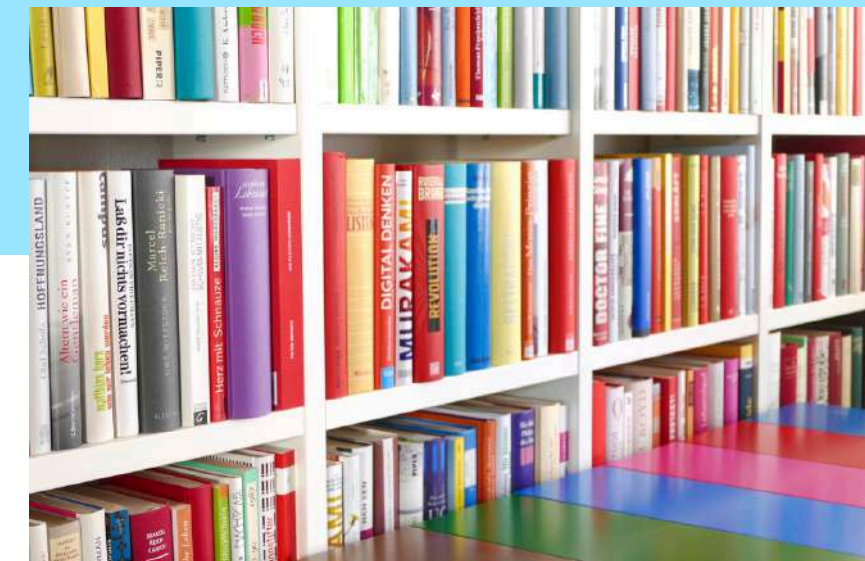
Students also have access to library collections, electronic databases, learning resources and online research tools that support independent learning and academic development.

Learning resources and educational support services are provided in accordance with the *Learning and Teaching Plan*, *Library and Learning Support Services Plan* and *Student Support Policy*.

Further information regarding learning resources and support services is available through the SCI website and student learning platforms.



SCAN TO ACCESS THE
SCI ONLINE LIBRARY



LEARNING SUPPORT

Learning Support Sessions

SCI provides on-going and timely additional learning support to students through structured *Learning Support Sessions* to facilitate further development of learning skills and to improve English language proficiency. Students have access to *Learning Support Sessions* that are delivered during weekdays by the Library & Learning Support team. Students are encouraged to attend a maximum number of these workshops throughout the semester. The topics of the *Learning Support Sessions* are given below and are reviewed at the end of each semester. Based on the student and academic staff feedback, these topics are adjusted to suit the learning needs of SCI students.

Modules	Topics
Module 1	English language skills for academic success
Module 2	Study skills and exam preparation
Module 3	Formal and Professional writing
Module 4	Referencing
Module 5	Research with ProQuest
Module 6	Plagiarism (and how to avoid it)

Learning Support Sessions Timetable

Odd Weeks

	Tuesday	Wednesday	Thursday	Friday
8.30 am - 9:00 am				By appointment only
1:00 pm - 1:30 pm	Formal and professional writing	What is plagiarism (and how to avoid it?)	Referencing	

Even Weeks

	Tuesday	Wednesday	Thursday	Friday
8.30 am - 9:00 am	English language skills for academic success			By appointment only
1:00 pm - 1:30 pm		Research with ProQuest	Study skills and exam preparation	

ADDITIONAL ENGLISH LANGUAGE SUPPORT

SCI provides English language support tailored to students' identified needs to support their participation in learning activities and academic progression.

- Support is available through structured workshops, Learning Support Sessions, supplementary learning modules and individualised assistance facilitated by the Library & Learning Support team.
- Support focuses on academic writing, referencing, communication and discipline-relevant language skills.
- Early and low-stakes assessments, including quizzes, help academic staff identify students who may require additional English language or academic support.
- Students identified as being at risk may receive academic skills support, learning-development activities or referral to appropriate support services.
- Students placed on Academic Probation must attend and actively participate in any Learning Support Sessions or academic support activities required by the relevant Academic Director or nominee.

For further information, please refer to the *Student Support Policy, Academic Progression and Early Intervention Policy and Procedure, and Assessment Policy and Procedure*.





ACCESSING ADDITIONAL SUPPORT

SCI provides accessible academic, personal and wellbeing support throughout students' studies:

- Academic and learning support is available through academic consultations, Learning Support Sessions, tutorial visits, supplementary learning modules and individualised assistance provided by academic staff and the Library & Learning Support team;
- SCI monitors academic performance, participation and engagement. Students identified as being at risk may receive targeted academic support, academic counselling, learning-development activities or referral to appropriate support services;
- The Student Support team assists students experiencing personal, social or administrative challenges and provides advice and referral support relating to counselling, mental health and wellbeing, health, legal and community services, accommodation, welfare and emergency assistance;
- Students with identified needs may seek tailored support, including reasonable adjustments to assessment arrangements.
- Confidential counselling support is available through the Student Counsellor. Wellbeing information and an online counselling enquiry or request form, including anonymous requests where appropriate, are available through the SCI website;
- Students may raise concerns, complaints or grievances and seek review of decisions in accordance with the Student Grievance Management Policy and Procedure;

In an emergency, contact Emergency Services on 000. SCI responds to critical incidents through documented escalation, referral and emergency-response processes in accordance with the *Critical Incident Policy and Procedure*.

For further information, please refer to the *Student Support Policy* and the *Student Grievance Management Policy and Procedure*.

GENDER-BASED VIOLENCE, SASH AND SUPPORT

At SCI, you have the right to study in a safe, respectful and inclusive environment. Gender-based violence, including sexual assault, sexual harassment, gender-based harassment and gender-based online or digital abuse, is not tolerated.



Scan to access
the SASH Module

Complete the SASH Module

All SCI students are required to complete the *SASH (Sexual Assault and Sexual Harassment) Module*, available through OASIS and the SCI website. The module helps you understand consent, personal boundaries, respectful behaviour, online and gender-based harassment, safe bystander action, and how to seek support or report a concern.

Seek Support or Report a Concern

If you experience, witness or are affected by these behaviours, contact Student Support at ssc@sci.edu.au or sso@sci.edu.au, speak with the Learning Support Team or another trusted SCI staff member, or use SCI's complaints and reporting procedures.

SCI will respond seriously and respectfully, prioritise safety and wellbeing, and handle information confidentially as far as practicable. Counselling, external referrals and reasonable academic adjustments may be available.

If there is immediate danger or urgent medical assistance is required, call **000**. For confidential support, contact 1800RESPECT on 1800 737 732, available 24 hours a day, seven days a week.

For further information, refer to the *SASH Module* and the *Sexual Harassment and Assault Policy and Procedure* available on the SCI website.

KEY STUDENT SUPPORT CONTACT POINTS

Service	Phone	Email
Reception and General Enquiries	+61 2 9066 6902	reception@sci.edu.au
Admissions Enquiries	+61 2 9066 6902	admissions@sci.edu.au
Student Support Officer	+61 2 9066 6902	sso@sci.edu.au
Student Support Manager	+61 2 9423 3614	ssc@sci.edu.au
Student Counselling Support	+61 2 9066 6902	counselling@sci.edu.au
Library and Learning Support	+61 2 9423 3618	library@sci.edu.au
IT Support	+61 2 9423 3619	itsupport@sci.edu.au
Student Liaison Officer	+61 2 8844 1000	contact.admin@sci.edu.au
Emergency Services	000	N/A

Students seeking academic, personal or administrative assistance may contact the following SCI support services.

If you need assistance, advice or support during your studies, the Student Support Manager is available to assist. International students may contact the Student Support Manager by email at ssc@sci.edu.au or by telephone on +61 2 9423 3614.

After-hours critical incidents:

Contact the Primary After-Hours Duty Officer, Student Support Manager, on +61 434 319 737. If unavailable, contact the Deputy After-Hours Duty Officer, Deputy Dean, on +61 421 780 241.



SOUTHERN CROSS
INSTITUTE

Student Policies, Fees and Academic Requirements

DEFERRAL, SUSPENSION, AND CANCELLATION

SCI assesses deferral, leave-of-absence, suspension and cancellation matters fairly, transparently and on the basis of appropriate evidence:

- **How to Apply:** Students seeking to defer course commencement or take a leave of absence must submit the *Deferment, Suspension or Cancellation Form* with appropriate supporting documentation;
- **International Students:** Deferral or leave of absence may be approved where compassionate or compelling circumstances prevent commencement or attendance for a specified period;
- **Duration:** Domestic applicants may apply to defer commencement for up to 12 months, subject to approval by the Dean or nominee. The Policy also provides a maximum duration of one term for a deferment or leave of absence unless SCI approves a longer period because of compassionate or compelling circumstances;
- **Application Outcome:** SCI advises students in writing of its decision on a deferment or leave-of-absence application within five working days;
- **SCI-Initiated Suspension or Cancellation:** SCI may suspend or cancel enrolment for reasons including academic or non-academic misconduct, non-payment of fees, failure to maintain satisfactory course progress or breach of academic integrity;
- **Notice and Appeal:** Students are notified of the reasons for a proposed suspension or cancellation and have 20 working days to access the *Student Grievance Management Policy and Procedure*. If a student accesses the appeal process, their enrolment is maintained until the process is completed, subject to the circumstances permitted under *Standard 9* of the *National Code*;
- **Compassionate or Compelling Circumstances:** These are generally circumstances beyond the student's control that are likely to affect course progress or wellbeing. Examples include serious illness or injury, death or illness of a close family member, natural disaster, traumatic experience, serious accident or crime, an unavailable prerequisite unit or a student-visa delay preventing commencement;
- **Fees and Visas Implications:** Any applicable refund is assessed under the *Refund Policy*. Approved changes for international students are reported through PRISMS and may affect their student visa. Students should seek advice from the *Department of Home Affairs* or a registered migration agent.

For further information, please refer to the *Deferral, Suspension and Cancellation Policy and Procedure*, *Refund Policy* and *Student Grievance Management Policy and Procedure*.

INTERNATIONAL STUDENT VISA AND APPEALS INFORMATION

Changes to an international student's enrolment are managed in accordance with SCI policies and the *National Code 2018*:

- **PRISMS and CoE:** SCI reports approved deferments and their duration through PRISMS. For an approved leave of absence, SCI updates the student's CoE through PRISMS and issues a new CoE showing the intended return-to-study date;
- **Visa Implications:** Changes to enrolment may affect a student visa. Students should seek advice from the *Department of Home Affairs* or a registered migration agent;
- **Notice of Intention:** Before an institution-initiated suspension or cancellation, SCI provides written notice of the reasons, the proposed suspension period and return date where applicable, the possible visa implications and the student's appeal rights;
- **Internal Appeal:** Students have 20 working days to access SCI's internal appeal process under the *Student Grievance Management Policy and Procedure*. Where an appeal is lodged, SCI maintains the student's enrolment while the applicable appeal process is underway;
- **Reporting Following an Appeal:** SCI will not generally finalise an institution-initiated suspension or cancellation or report the change through PRISMS until the applicable internal appeal process has been completed, not accessed within the required period or withdrawn;
- **Health or Wellbeing Risk:** SCI may proceed before the appeal process is completed where permitted under *Standard 9*, including where the health or wellbeing of the student or others is likely to be at risk. The student retains the right to access SCI's internal appeal process;
- **Unsatisfactory Course Progress:** SCI reports unsatisfactory course progress only where the internal and external complaints and appeals processes have been completed and support exclusion, the student does not access the applicable internal or external process, or the student withdraws from the process in writing.

Further information is available in the *Deferral, Suspension and Cancellation Policy and Procedure*, the *Academic Progression and Early Intervention Policy and Procedure*, and the *Student Grievance Management Policy and Procedure*.



STUDENT GRIEVANCES AND APPEALS

SCI provides current and prospective students with fair, consistent and timely grievance and appeal processes, without charge or reprisal.

INFORMAL RESOLUTION

Where appropriate and safe, seek informal resolution with assistance from academic staff or the Student Support team. If the matter remains unresolved or informal resolution is inappropriate, proceed to *Stage One*.

STAGE ONE: FORMAL COMPLAINT

Complete the *Student Grievance Application Form* and submit it to the Student Support team. SCI provides a written outcome within ten working days of receiving all required information.

STAGE TWO: INTERNAL APPEAL

Submit an *Appeal Form* within ten working days of receiving the *Stage One* outcome. The Grievance and Appeals Management Committee considers the appeal and provides a written outcome and reasons.

Grounds for appeal may include: new information or evidence that was not reasonably available when the original decision was made; a material failure by SCI to follow an applicable policy or procedure; or a material denial of procedural fairness.

STAGE THREE: EXTERNAL REVIEW

If dissatisfied with the internal appeal outcome, the student may access the National Student Ombudsman at no cost.

National Student Ombudsman
Website: nso.gov.au
Phone: 1300 395 775

ENROLMENT AND OUTCOMES

SCI maintains the student's enrolment while the grievance or appeal process is ongoing and ensures that the student is not disadvantaged. Where an internal or external outcome supports the student, SCI promptly implements any required corrective or preventive action.

Further information is available in the *Student Grievance Management Policy and Procedure* published on the SCI website.



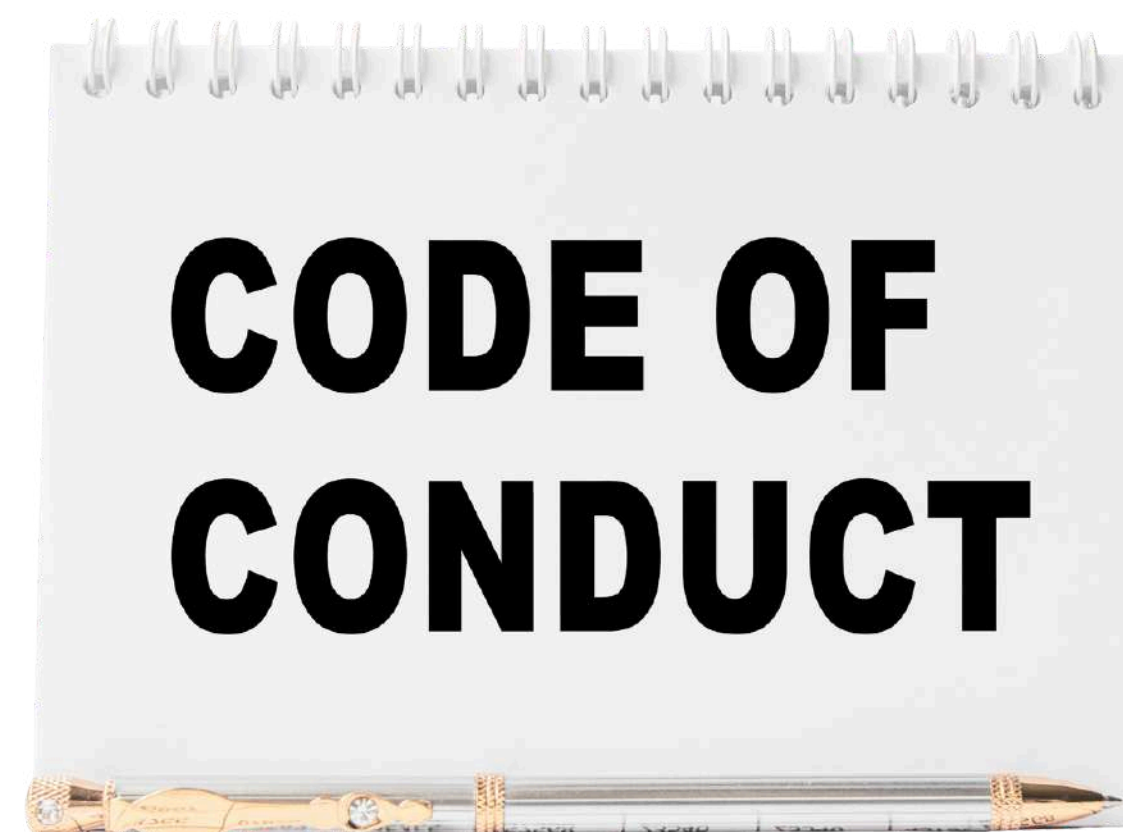


STUDENT CODE OF CONDUCT

SCI is committed to providing a safe and healthy environment for work and study and to promoting student wellbeing and safety.

- The *Student Code of Conduct* sets out students' responsibilities, expected standards of behaviour, requirements for compliance with SCI policies and procedures, and processes for addressing breaches of the Code.
- Students must act with integrity and must not engage in fraudulent, dishonest or corrupt conduct against SCI.
- Students must provide accurate and truthful information in all dealings with SCI, including during admission, enrolment and academic activities.
- Students should report suspected fraudulent or improper conduct where appropriate and in accordance with SCI policies.
- The *Student Code of Conduct* should be read with the *Academic Integrity Policy and Procedure*, *Fraud Prevention Policy*, *Student Grievance Management Policy and Procedure*, *Work Health and Safety Policy*, *Sexual Harassment and Assault Policy and Procedure*, and other applicable SCI policies and procedures.

Further information is available in the *Student Code of Conduct* and applicable policies published on the SCI website.



REFUND APPLICATION PROCESS

Students seeking a refund must:

- Complete all sections of the *Refund Application Form*;
- Provide a current phone number and valid email address;
- Attach all required supporting documentation; and
- Submit the completed application and supporting documentation to the Student Support Team:
 - In person;
 - By email to sso@sci.edu.au; or
 - Through the online Form available on the SCI website.

Students should submit their refund application within ten working days of withdrawing or otherwise becoming eligible for a refund. Applications received after this period will still be assessed under the *Refund Policy* and applicable legislation. SCI may request an explanation or supporting information regarding the delay where relevant.

SCI will notify the student of the outcome within ten working days after receiving the completed application and all required supporting documentation.

Supporting evidence is required where a refund is requested because of compassionate or compelling circumstances. Evidence may include:

- A medical certificate;
- A psychologist report; or
- The death certificate of a close family member.

If a student withdraws from a course or unit after the census date, no refund of tuition fees is payable, except where required by applicable legislation or where compassionate or compelling circumstances are approved under the *Refund Policy*.

Where a refund is payable, SCI will pay it within the following timeframes:

- Student withdrawal or other student default, excluding a student default caused by visa refusal: within four weeks after SCI receives the student's written refund claim;
- Student visa refusal that causes a student default: within four weeks after the default day;
- Provider default: within 14 days after the default day; and
- All other approved refunds: within 20 working days after SCI receives the completed application.

Where applicable legislation requires a different refund process or timeframe, SCI will comply with that legislative requirement.

Students may appeal a refund decision in accordance with the *Student Grievance Management Policy and Procedure*.



REFUNDABLE FEES

Students receive refunds in accordance with the table below. The application/enrolment fee and any applicable course material fee are non-refundable, except where otherwise provided under the *Refund Policy* or where a refund is required under applicable Australian law.

Note: The refund entitlements and fee treatments outlined in this table provide general guidance. Individual circumstances may be considered on a case-by-case basis, and SCI may exercise discretion in determining an appropriate refund outcome, subject to the student's written agreement, the *Refund Policy* and applicable legislative and regulatory requirements.

In the event of provider default, SCI will discharge its obligations to affected students within 14 days in accordance with the *Education Services for Overseas Students Act 2000*, either by arranging for the student to be offered a place in an alternative course that the student accepts in writing, or by providing the student with a refund calculated in accordance with applicable legislation.

Refund Request Reason	Refund Entitlement / Fee Treatment
Refusal of student's application for an international student visa	Where a student visa refusal causes the student to fail to commence the course on the agreed starting day, SCI will refund the course fees received, less the lower of: • Five per cent (5%) of the course fees received by SCI before the default day; or • \$500. For this purpose, course fees include tuition fees and any non-tuition fees received by SCI in respect of the student. Where a student visa refusal causes the student to withdraw from the course or to fail to pay an amount, they are liable to pay to undertake the course, SCI will refund an amount calculated by multiplying the weekly tuition fee by the number of weeks in the default period. Refunds will be calculated in accordance with the Education Services for Overseas Students Act 2000 and the Education Services for Overseas Students (Calculation of Refund) Instrument 2024.
When a student voluntarily withdraws from a course or unit, or cancels their enrolment, on or before the census date	100% of the tuition fees paid for the relevant unit are refundable, less any applicable non-refundable fees.
When a student voluntarily withdraws from a course or unit, or cancels their enrolment, after the census date	No refund of tuition fees, except where otherwise required under applicable legislation or where compassionate or compelling circumstances are approved.
If an international student's visa is cancelled after the census date	No refund of tuition fees, except where otherwise required under applicable legislation or this Policy.
When SCI cancels a student's offer or enrolment because fraudulent or misleading documentation or information was provided during the admission process	No refund of tuition fees, except where otherwise required under applicable legislation or this Policy.
Where the student's admission forms part of a packaged CoE arrangement with another provider	Refund eligibility will be determined in accordance with the applicable provisions of this Policy. Where the student's visa is refused, the statutory visa-refusal refund requirements will apply.
When SCI cancels or refuses to continue a student's enrolment because of non-payment of fees, breach of a student visa condition or student misconduct	No refund of tuition fees, except where otherwise required under applicable legislation or where compassionate or compelling circumstances are approved.
Student requests deferment after the commencement date but on or before the census date.	Where deferment is approved and results in withdrawal from the relevant unit(s) on or before the census date, tuition fees paid for those unit(s) will be refunded in accordance with applicable legislative requirements.
If the student requests deferment before the commencement date.	Where deferment is approved before commencement, tuition fees paid will be retained as credit towards the deferred study period.

TUITION PROTECTION SERVICE (TPS)

The *Tuition Protection Service (TPS)* is an initiative of the Australian Government to assist international students. In the unlikely event that the Institute is unable to deliver a course in full and does not meet its default obligations, the TPS assists in ensuring that international students are able to either:

- Find an alternative course; or
- Obtain a refund of their unspent tuition fees.

Students can contact the TPS by using the contact details given below:

Email: support@tps.gov.au

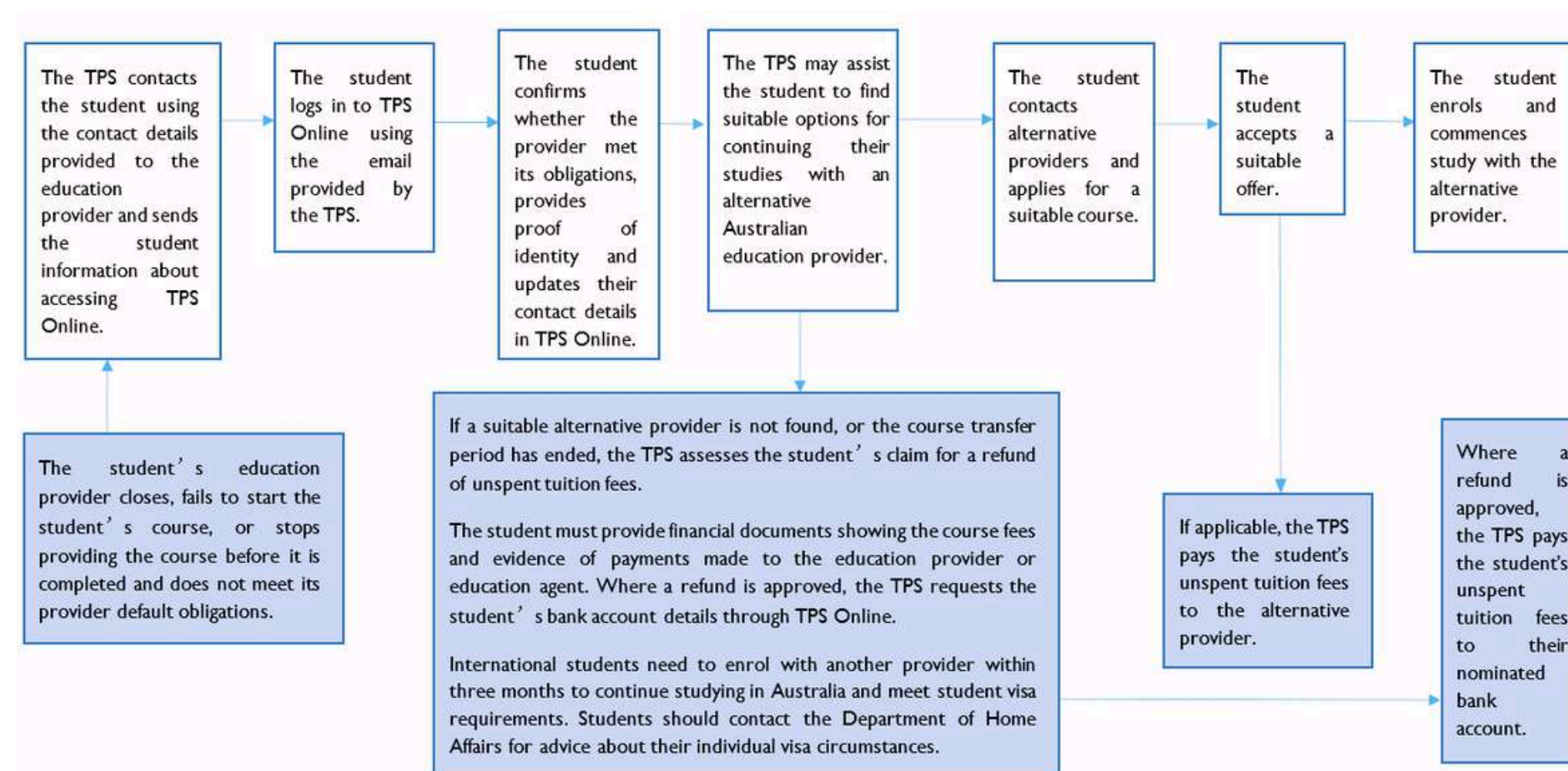
Phone: 1300 131 798

Website: <https://tps.gov.au/>

Students outside Australia may contact the TPS by email or through the TPS website.

Further information about the assistance available through the TPS is available on the TPS website.

The TPS Overview – How Does it Work for International Students?



Note: The above flow diagram is for guidance purposes only. In case of any inconsistencies, the provisions of the *Education Services for Overseas Students Act (ESOS Act) 2000* and other applicable Australian legislation shall prevail.

FEES AND CHARGES

Course Tuition Fees

Bachelor of Business (BBUS)	Per Unit	Per Semester	Per Year	Total Cost
Domestic Students	\$1,950	\$7,800	\$15,600	\$46,800
International Students	\$2,250	\$9,000	\$18,000	\$54,000

Graduate Diploma of Information and Communications Technology (GDICT)	Per Unit	Per Semester	Per Year	Total Cost
Domestic Students	\$3,000	\$12,000	\$24,000	\$24,000
International Students	\$3,125	\$12,500	\$25,000	\$25,000

Master of Information and Communications Technology (MICT)	Per Unit	Per Semester	Per Year	Total Cost
Domestic Students	\$3,000	\$12,000	\$24,000	\$48,000
International Students	\$3,125	\$12,500	\$25,000	\$50,000

Enrolment Fee: \$250

The enrolment fee is non-refundable, except where otherwise provided under the *Refund Policy* or required by Australian law.

Any other applicable supplementary or course-related fees will be published by SCI and communicated to students in accordance with SCI's approved policies and applicable requirements.

Schedule of Supplementary Fees

Reasons	Fees
Late Payment Fee	\$100 per Instalment
Re-issue of Student Card	\$20
Re-issue of Testamur/Certificate	\$50
Late Fee for the Late Return of Items on Loan from the Library	\$10
Re-issue of Academic Transcript	\$50
Re-issue of CoE after Cancellation	\$50
Graduation Ceremony - (e.g. Gown Hire)	\$25

Note: SCI fees are reviewed annually and may be subject to change. For further information on the payment of tuition fees, please refer to the *Letter of Offer and Written Agreement*.

COURSE PROGRESSION AND STUDENT ENGAGEMENT

SCI monitors students' academic performance and engagement to support satisfactory course progression and identify students requiring assistance as early as possible.

Minimum Academic Standards

A student meets SCI's minimum academic standards only if they:

- Successfully complete at least 50% of the units in which they are enrolled during a study period;
- Have not failed the same unit of study more than once;
- Maintain sufficient course progression to complete all course requirements within the maximum course duration or, for international students, within the duration specified on their *Confirmation of Enrolment*; and
- Re-enrol following any approved period of leave in accordance with SCI's enrolment requirements.

A student who does not satisfy any of these requirements is deemed at risk and becomes subject to SCI's staged intervention process.

Monitoring and Intervention

- **Monitoring:** SCI monitors formal assessment outcomes and engagement indicators, including participation in scheduled learning activities, attendance patterns and engagement supported through SCI's Learning Management System and other institutional systems.
- **Early Identification:** Academic Directors review early assessment outcomes and relevant engagement indicators at designated points during the semester to identify students who may require support.
- **Available Support:** Intervention may include written notification, academic counselling, Learning Support Sessions, additional learning activities, counselling, revision of enrolment patterns or study load, and access to the Learning Management System or prescribed e-book.
- **International Students:** International students must maintain satisfactory course progression in accordance with their visa requirements and are expected to participate actively in scheduled learning activities.
- **Continued Unsatisfactory Progress:** Where a student continues to make unsatisfactory course progress following the staged intervention process, SCI may issue a notice of intention to cancel enrolment. The student has 20 working days to appeal under the *Student Grievance Management Policy and Procedure*.

Students identified as at risk may be placed on Academic Probation, must participate in required intervention activities and may ultimately be considered for exclusion under the staged policy process.

Further information is available in the *Academic Progression and Early Intervention Policy and Procedure* published on the SCI website.





SOUTHERN CROSS
INSTITUTE

Accommodation and Living in Sydney



ACCOMMODATION OPTIONS AND LIVING COSTS

Accommodation Options

Apartments, shared accommodation and private rental accommodation are available throughout Parramatta and Sydney. Many international students arrange temporary accommodation before arriving in Australia and secure longer-term accommodation after they have settled into their studies.

Indicative Accommodation Costs (Per Week)

Homestay: Up to \$510 per week (inclusive of meals and private bathroom)

Shared Accommodation: Approximately \$185–\$400 per week (inclusive of bills)

Student Accommodation: Costs vary depending on location and room type.

Temporary Accommodation / Hostels: Private rooms from approximately AUD \$70 per night and dormitory rooms from approximately AUD \$30 per night per person.

Note: Accommodation costs are indicative only and are subject to change. The evidence date and source are provided for reference. Students should conduct their own research and confirm current accommodation costs directly with accommodation providers.

Other Important Living Costs

- Overseas Student Health Cover (OSHC): International students undertaking formal study in Australia must maintain appropriate Overseas Student Health Cover for the required period. Current information is available through the official Study Australia OSHC webpage.
- Students can estimate accommodation, food, transport and other living expenses using the official *Study Australia Cost of Living Calculator*.

Accommodation Support and Student Resources

Useful Accommodation Websites	The following sites are provided for general information only and are not endorsed or recommended by SCl: • domain.com.au • flatmates.com.au • gumtree.com.au • realestate.com.au • rent.com.au
Useful Resources	• Fair Trading NSW • Residential Tenancies Act • Tenants' Union of New South Wales
Student Support	Accommodation advice is available through the SCl Student Support team. Further information about accommodation options is available through Study NSW.
General Safety and Awareness	SCl is committed to supporting the health, safety and wellbeing of students, staff and visitors. Students are encouraged to familiarise themselves with safety information, support services and emergency procedures available through the Institute. For further information, please refer to the <i>SCl Student Handbook</i>.
Important Information	• The <i>Education Services for Overseas Students Act 2000 (ESOS Act)</i> and the <i>National Code of Practice for Providers of Education and Training to Overseas Students 2018 (National Code 2018)</i> protect international students and regulate education providers in Australia. • Students should ensure they have sufficient funds to cover tuition fees, accommodation, transport, health insurance and living expenses. • SCl does not endorse accommodation providers or listing websites. Students should independently verify listings and providers and never pay money or provide personal documents before confirming the property and rental arrangement.

CONTACT US

We welcome enquiries from prospective students, parents, education agents and industry partners. If you would like to learn more about studying at SCl, our courses, admission requirements, student support services or campus facilities, our Student Support team is here to help you make informed decisions about your future. Contact us using the details below.



+61 2 9066 6902



www.sci.edu.au



info@sci.edu.au



Level 2, 1-3 Fitzwilliam Street, PARRAMATTA NSW 2150 | Level 6, 31-39 Macquarie Street, PARRAMATTA NSW 2150



SCAN TO VISIT THE
SCI WEBSITE

Southern Cross Institute (SCI)

Level 2, 1-3 Fitzwilliam Street, PARRAMATTA NSW 2150 & Level 6, 31-39 Macquarie Street, PARRAMATTA NSW 2150

Tel: +612 9066 6902 Website: www.sci.edu.au

TEQSA Provider No: PRV14353 CRICOS Provider No: 04078A