



SOUTHERN CROSS
INSTITUTE

STUDENT PRE-ARRIVAL GUIDE **2026**



Southern Cross Institute (SCI)
Level 2, 1-3 Fitzwilliam Street, PARRAMATTA NSW 2150 & Level 6, 31-39 Macquarie Street, PARRAMATTA NSW 2150
Tel: +61 2 9066 6902 Website: www.sci.edu.au
TEQSA Provider No: PRV14353 CRICOS Provider No: 04078A

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WELCOME TO Southern Cross Institute (SCI)

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

Education is the most valuable investment we can make in the quality and success of our lives and the life and progress of our wider 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.

Our very best wishes for your studies with Southern Cross Institute (SCI)!



**Professor
Brian English**
Chair of the Governing
Council

Your Journey Starts Here

Studying in Australia is more than beginning a new course. It is an opportunity to discover a new city, meet people from around the world and build the knowledge, confidence and experience needed for your future.

At Southern Cross Institute (SCI), you will study in the heart of Parramatta, one of Sydney's most diverse and connected centres. From your first day, you will have access to academic guidance, student support, modern learning facilities and opportunities to become involved in campus life.

Your new journey may feel exciting, unfamiliar and sometimes challenging. This guide will help you prepare before leaving home, arrive with confidence and take your first steps towards a successful student experience in Australia.

Get ready to:



Explore a new city

Experience Sydney's culture, events, natural attractions and multicultural communities.



Build your future

Develop practical knowledge, professional skills and connections that support your career goals.



Become part of the SCI community

Meet your classmates, access support and take part in student activities through Orientation and SCISA.



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Campus Map



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+61 2 9066 6902



info@sci.edu.au



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Pre-departure Checklist

As you prepare for your departure to pursue further studies at SCI, this checklist will help to ensure you are fully prepared for your journey.

Please bring the following essential documents with you to Australia:

- 1 Current and valid passport
- 2 Student visa grant letter
- 3 Confirmation of Enrolment (CoE) issued by SCI
- 4 SCI Letter of Offer and enrolment documents
- 5 Overseas Student Health Cover (OSHC) certificate and policy details
- 6 Flight itinerary and airport transfer details
- 7 Confirmation of your accommodation and Australian address
- 8 Original or certified copies of relevant academic transcripts and qualifications
- 9 Marriage certificate (if you are bringing your spouse with you or plan to do so in the future)
- 10 Other identification documents, such as a birth certificate or driver's licence
- 11 Work experience certificates and an updated resume
- 12 Prescription or doctor's letter for any medication you are carrying
- 13 Emergency contact details and SCI contact information

Keep all essential documents in your hand luggage so they are easily accessible during your journey. Do not place original documents in checked baggage, and save secure digital copies.

What you need to organise before leaving your home country?



Process 1

Apply for and obtain a valid Australian student visa.



Process 2

Book your flight and plan to arrive with enough time to settle into your accommodation and attend SCI New Student Orientation Program before your classes commence.



Process 3

Complete all necessary medical examinations, including eye and dental checks.

Please note, basic OSHC generally excludes dental services, but coverage depends on the selected policy and any extras purchased.



Process 4

Arrange for temporary accommodation in Sydney prior to your arrival.

Medical Insurance

Overseas Student Health Cover (OSHC)

Overseas Student Health Cover (OSHC) is compulsory for most international students studying in Australia on a Student visa. Your cover must begin when you arrive in Australia and remain valid throughout your stay. Family members included on your Student visa must also have appropriate cover.

Students must arrange their own OSHC before travelling to Australia and ensure that it remains valid for the period required by their Student visa. Keep a copy of your OSHC certificate and policy details.

Basic OSHC generally helps cover visits to a General Practitioner (GP), some hospital treatment, emergency ambulance services and limited prescription medicines. OSHC may not cover the full cost of treatment, and you may need to pay a gap fee. Dental, optical and physiotherapy services are generally not included in basic cover unless extras cover is purchased. Waiting periods may also apply to some services and pre-existing conditions.

Using Your OSHC

OSHC providers available in Australia include **Allianz Care Australia, Bupa Australia, CBHS International Health, Medibank, ahm** and **nib OSHC**. Compare policy coverage, waiting periods and costs before choosing a provider. Once you receive your membership details:

- » Register or activate your cover as instructed by your insurer
- » Download your insurer's app or save your digital membership card
- » Keep your policy and membership number accessible

When You Need Medical Help

For a non-emergency illness or health concern, make an appointment with a General Practitioner or medical centre. A pharmacist can also provide advice about minor illnesses and medicines. Call healthdirect on **1800 022 222** for health advice from a registered nurse, available 24 hours a day. For a life-threatening medical emergency, call **000**.

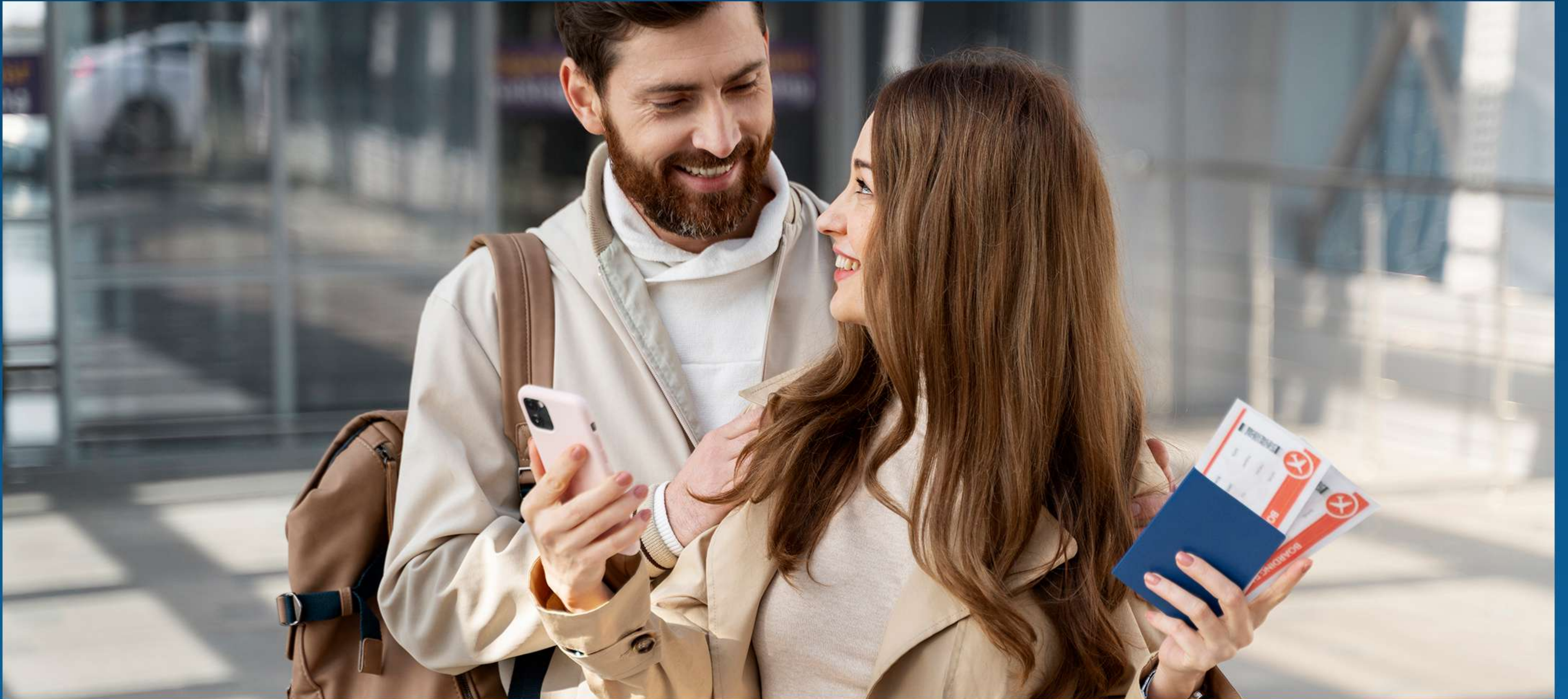


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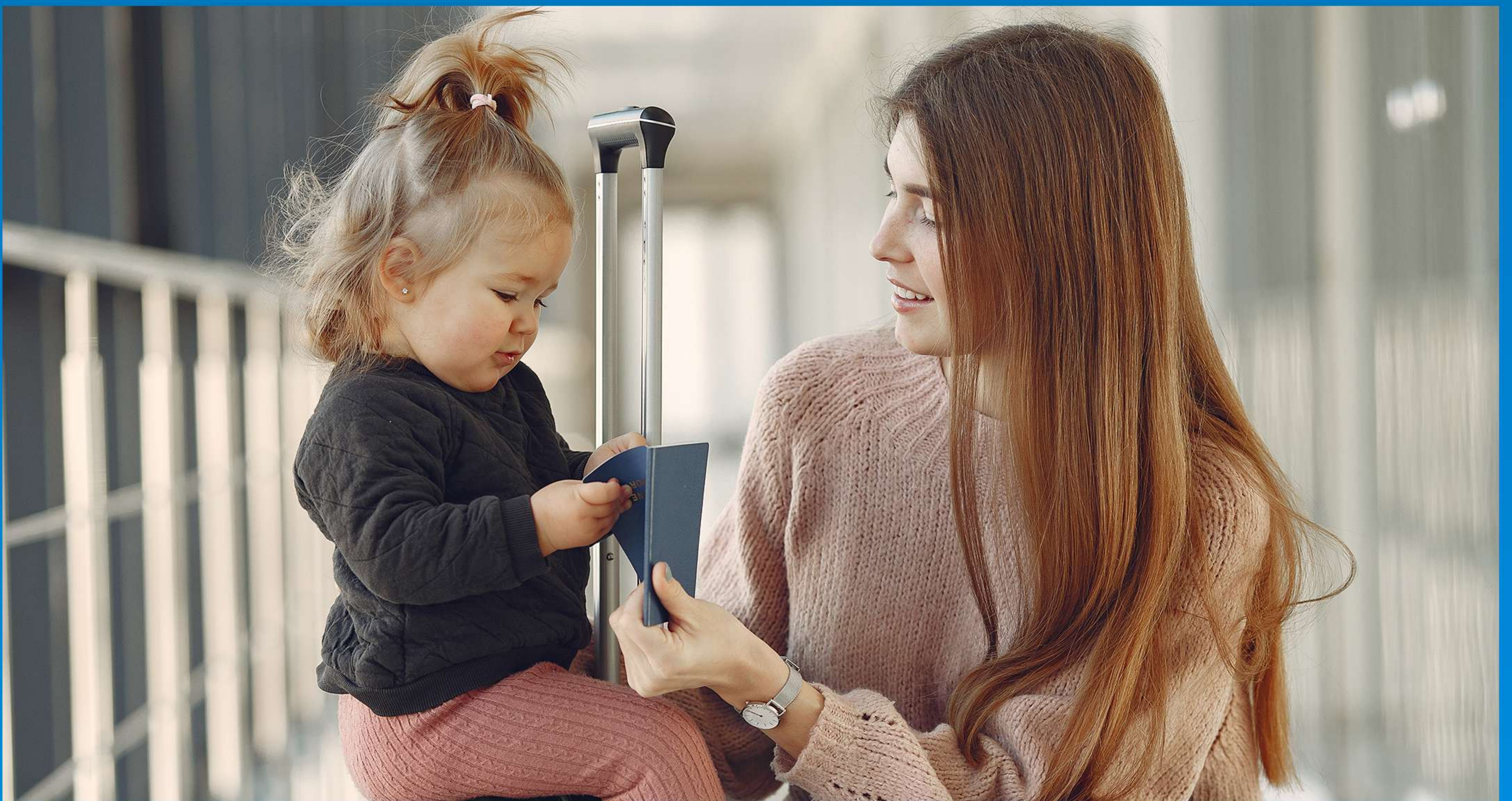


Dependants

If you have dependants accompanying you to Australia, it is essential to include them in your student visa application. School-aged dependants accompanying international students may be required to pay tuition fees to attend a government or non-government school in Australia. Requirements and fees vary according to the child's visa and school.

For further details, please visit the **Department of Home Affairs** website.

For information about enrolling children in NSW Government schools, visit the **NSW DE International Temporary Residents Program**.



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Climate in Australia

Sydney has a temperate climate, with warm summers and generally mild winters. Weather conditions can vary throughout the day, so pack clothing that can be layered and check the forecast before travelling.

- » **Summer** is from December to February
- » **Autumn** is from March to May
- » **Winter** is from June to August
- » **Spring** is from September to November

Sydney may experience light showers or occasional thunderstorms at any time of the year. During summer, daytime temperatures can occasionally exceed 35°C, while average winter daytime temperatures are approximately 16°C.

For current weather information, visit the **Bureau of Meteorology - Sydney Forecast**.



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Clothing to Bring with You

Sydney's weather can change throughout the day, so pack clothing that can be worn in layers. Consider bringing:

- » Lightweight and breathable clothing for warm weather
- » A jumper, cardigan or light jacket for cooler days
- » A warm jacket and long pants for winter
- » Comfortable walking shoes for daily travel
- » Closed shoes for cooler or wet weather
- » A waterproof jacket or compact umbrella
- » A sun hat, sunglasses and swimwear
- » One smart or formal outfit for presentations, interviews or special events
- » Sleepwear and comfortable clothing for home
- » Traditional or cultural clothing, if desired.

Other Useful Items:

Check whether your accommodation provides bed linen, towels and blankets before packing. Bring a suitable laptop if required for your course, and check whether you need an Australian Type I travel adaptor for your phone, laptop and other devices.



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Accommodation Options in Sydney

Choosing suitable accommodation is an important part of preparing for life in Australia. SCI does not provide on-campus accommodation, so students are responsible for arranging their own accommodation, allowing them to choose an option that best suits their budget, lifestyle and travel needs. Begin your search before travelling, but consider booking short-term accommodation first so you can inspect longer-term options after arriving in Sydney.

It is recommended that you book short-term accommodation before arriving and search for longer-term housing after you have had an opportunity to inspect the property and explore the local area. Use the **Transport for NSW Trip Planner** to check the travel time and number of transport changes between the accommodation and your SCI campus in Parramatta.

Short-term Accommodation

Hotels, hostels and serviced apartments are suitable for your first few days or weeks while you become familiar with Sydney and inspect longer-term housing.

Homestay

Homestay allows you to live with a local host or family and can be helpful while adjusting to a new country. Depending on the arrangement, it may include a furnished room, meals, internet, laundry facilities and household utilities.

Some independent organisations that arrange homestay placements in Sydney include:

- **Australian Homestay Network**
- **Global Experience**
- **Oz Homestay**

These organisations are independent of SCI, and availability near Parramatta may vary. Confirm the location, inclusions, fees and booking conditions directly with the provider.

Private Rental

You may rent a house or apartment independently or with friends through a real estate agent or property owner. Confirm whether the property is furnished and whether electricity, gas, water and internet are included in the advertised rent.

Shared & Managed Student Accommodation

Shared accommodation usually involves renting a room in a house or apartment and sharing common areas, such as the kitchen, bathroom and living room, with other residents. This can be a more affordable option and may help students meet new people.

Managed student accommodation offers purpose-built, furnished rooms with shared facilities, security and student services. Utilities and internet may be included, but students should confirm the total cost, contract period and inclusions before booking.

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Accommodation Costs and Renting in NSW

Useful Housing and Accommodation Resources

Explore the following websites to find a range of housing and accommodation options:

- » domain.com.au
- » realestate.com.au
- » sydneyproperty.com.au
- » flatmates.com.au
- » rent.com.au
- » welcomemat.com.au
- » tradingpost.com.au
- » gumtree.com.au

Understand Your Legal Rights as a Tenant

Familiarise yourself with your rights and responsibilities as a tenant by exploring the following resources:

- » **Share Housing Survival Guide:** Essential tips for navigating shared accommodation;
- » **NSW Fair Trading:** Comprehensive information on rental laws and tenant protections;
- » **Tenants' Union of NSW:** Guidance and support for tenants across New South Wales;
- » **Residential Tenancies Act 2010:** Detailed legislation governing rental agreements and rights in NSW.

These websites are external to SCI. Before signing an agreement, inspect the property in person or through a verified live video inspection. Read the agreement carefully, confirm what is included in the rent, complete the condition report, take dated photographs and keep copies of all agreements, receipts and communications.

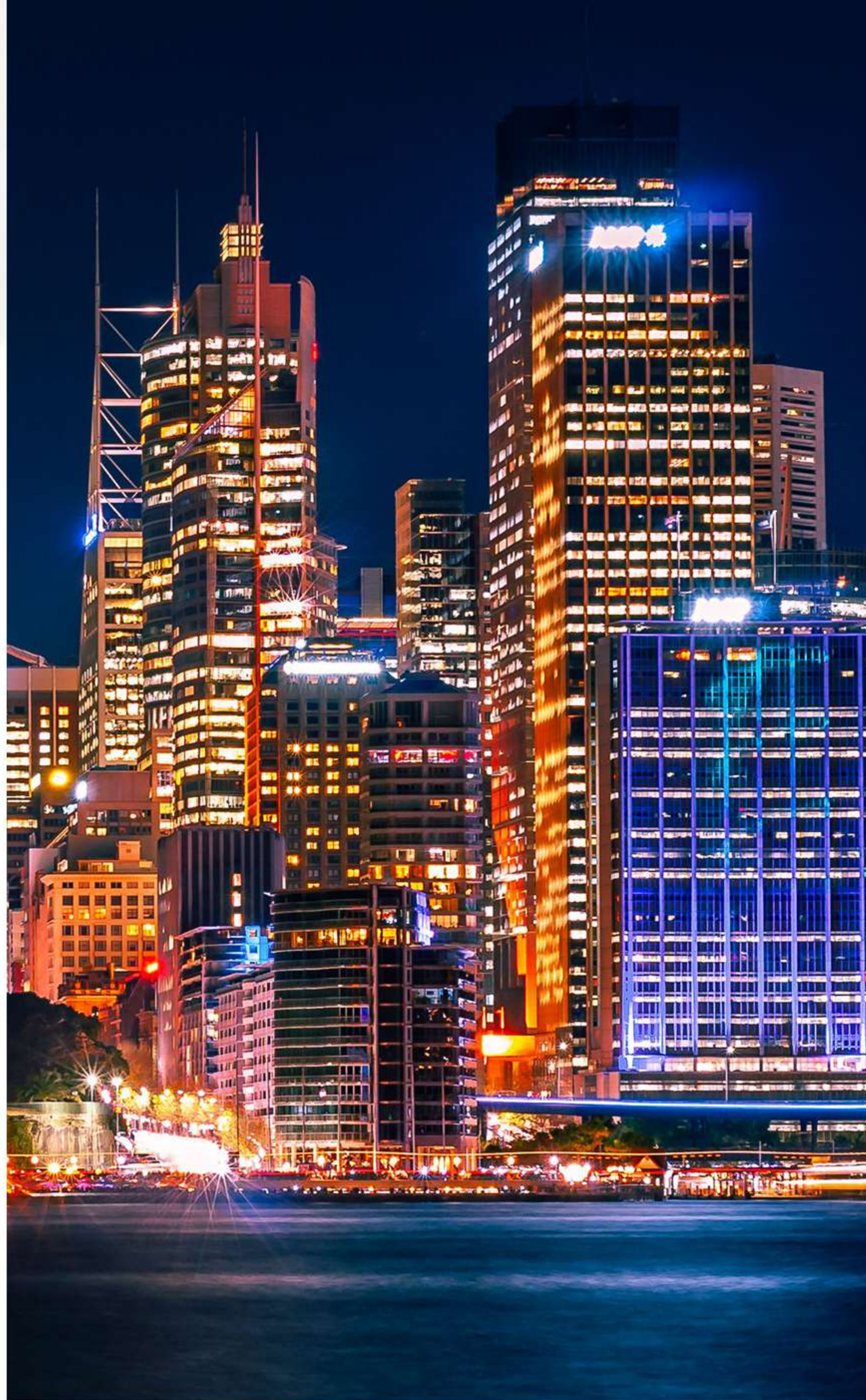
Accommodation Rental Overview

Homestay	Up to \$570 (depending on provider, meals, student age and bathroom arrangement).
Global Experience	\$355 (self-catered single room)
Oz Homestay	\$420 to \$470 (depending on student age)
Flatmates/Gumtree	\$240 to \$550 for shared accommodation

**Prices are indicative weekly estimates only and may change. Confirm current rates, inclusions and booking conditions directly with the provider.*

Private rooms in Sydney may start from approximately AUD 100 per night, while dormitory or shared rooms may start from approximately AUD 35-60 per night, depending on location, season, availability and booking conditions.

Students may also explore reputable youth-hostel and short-term accommodation platforms.



Planning your Budget in SYDNEY

Living costs in Sydney vary depending on where you live, the type of accommodation you choose, your travel needs and your personal lifestyle. Before travelling, prepare a realistic budget that covers both your initial settling-in expenses and your regular living costs.

What to Include in Your Budget?

Expenses	What to Plan For
Travel	Airfare, baggage, airport transport and travel insurance
Tuition and study	Tuition fees, textbooks, printing, stationery and course materials
Accommodation	Temporary accommodation, rent, bond, utilities and household items
Daily living	Food, transport, phone, internet, health and personal expenses
Dependants	Additional travel, OSHC, accommodation, childcare and school costs
Emergency funds	Unexpected medical, travel, housing or personal expenses

Financial Requirements for Your Student Visa

Student visa applicants must have access to sufficient funds to cover their travel, tuition fees, living expenses and any applicable costs for accompanying family members. The Department of Home Affairs may require applicants to provide evidence of these funds. Financial requirements and evidence requirements may change, so check the current Student Visa Document Checklist Tool before applying.

Expenses	Per Person	Amount Required (AUD)
Travel	Applicant	Return airfare to Australia
	Family Member	One return airfare to Australia per person
Tuition	Applicant	Tuition fees
	School-age children	\$13,502 AUD per year
Living	Applicant	\$29,710 AUD per year
	Partner	\$10,394 AUD per year
	Child	\$4,449 AUD per year

Financial capacity requirements and amounts may change. Before lodging a Student visa application, check the current requirements using the **Department of Home Affairs Student Visa Document Checklist Tool**. Visa financial-capacity amounts are minimum application requirements and may not reflect the actual cost of living in Sydney. Use the **Study Australia Cost of Living Calculator** to estimate your expenses and the **XE Currency Converter** to convert amounts into your home currency.



Indicative Cost of Living

Weekly Living Costs

The estimates below provide a general guide to common weekly expenses and can help you understand how much you may need to budget while living and studying in Sydney. These costs are separate from tuition fees, Overseas Student Health Cover and initial settling-in expenses.

Expenses	Estimated Weekly Cost (AUD)
Shared accommodation	\$240–\$550
Electricity, gas and water	\$30–\$50
Food and groceries	\$100–\$160
Public transport	\$40–\$60
Phone and internet	\$20–\$45
Personal expenses and entertainment	\$80–\$170
Estimated weekly total	\$510–\$1,035

* These figures are indicative weekly estimates only and are subject to change.

Useful Budgeting Tools

For a more personalised estimate, use the Study Australia Cost of Living Calculator or the Insider Guides Cost of Living Calculator. To compare estimated costs in your home currency, use the XE Currency Converter.

Local Accommodation Near Campus

Parramatta and surrounding suburbs offer shared accommodation, homestay, managed student accommodation and private rental options. Before choosing a property, compare the weekly rent, included bills and travel time to your SCI campus. Use the Transport for NSW Trip Planner to check your journey, and begin searching early as availability and prices may vary.

If you require accommodation support or advice, please contact the Institute's administration staff at admin@sci.edu.au or call +61 2 9066 6902.



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Managing Your Money

Planning your spending early can help you manage your living expenses and avoid financial stress while studying in Australia.

Smart Money Tips for Students:

- » Prepare a weekly budget and regularly review your spending;
- » Cook meals at home and plan grocery shopping in advance;
- » Compare accommodation, phone, internet and utility costs before agreeing to a contract;
- » Use public transport and check the full travel cost before choosing where to live;
- » Purchase second-hand furniture, household items and textbooks where suitable;
- » Ask whether student discounts are available before making a purchase;
- » Avoid relying on part-time employment to meet essential expenses; and
- » Maintain emergency savings for unexpected costs.

Plan your budget without relying on employment income, and make sure your work commitments do not interfere with your classes, assessments or academic progress. Part-time work can help with everyday expenses and provide valuable experience, but jobs and regular working hours are not guaranteed.



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Australian Airport Regulations (Customs and Biosecurity)

Australian Customs >>

Upon arrival at an Australian airport, you will be required to present your passport and completed Incoming Passenger Card to the Customs Officer. Afterward, proceed to collect your luggage and follow either the green or red channel.

- If you have no goods to declare, proceed through the **Green Channel**.
- If you have goods to declare or are unsure, proceed through the **Red Channel**.

Please note, if you are carrying AUD 10,000 or more (or its equivalent in other currencies), you must declare the amount on your incoming passenger card and inform Australian Customs officials upon arrival.

Failure to declare such funds may result in legal action. While bringing money into Australia is legal, it is essential that it be declared.

For further information regarding duty-free allowances and restricted imports, please refer to the **Australian Border Force website**.

Australian Biosecurity >>

Australia has strict biosecurity requirements for items that may be brought into the country. It is essential to declare the following items on your Incoming Passenger Card:

- Food;
- Animal products;
- Plant material, including wooden articles; and
- Footwear, clothing and equipment used in rural areas or near animals.

Declare risk goods for inspection or dispose of them in designated biosecurity bins at the airport. Your baggage may be screened using X-ray equipment, detector dogs or other biosecurity methods. If you are unsure whether an item needs to be declared, declare it to be safe. For more detailed information, please visit the **Australian Border Force website**.

Once you have cleared Immigration Control and Customs, if you require further assistance with transport, accommodation information or general arrival guidance, please visit the NSW International Student Welcome Desk at T1 International Arrivals Hall, near Exit A, or refer to the Sydney Airport information desks and official airport website. Availability of staffed assistance may vary depending on arrival time.



Transport in NSW

New South Wales has an extensive public transport network, including metro, trains, buses, ferries and light rail.

Southern Cross Institute (SCI) classes may be held at either the Fitzwilliam Street Campus or the Macquarie Street Campus in Parramatta. Before your first day, check your timetable carefully to confirm your campus location and allow additional time for your journey.

SCI is located approximately 20 kilometres from Sydney's city centre and is conveniently accessible via train station and several bus routes, providing ease of travel for students and visitors.

Plan Your Journey

Use the Transport for NSW Trip Planner to compare routes and travel times, check estimated fares, view live departures and service changes, and find accessible transport options. Check your journey before leaving, especially on weekends when planned trackwork may affect train services.

Trip Planner: transportnsw.info/trip-planner/search

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Using an **Opal Card**

An Opal card is a reusable travel card for metro, train, bus, ferry and light rail services across Sydney and surrounding areas. You can buy a physical Adult Opal card over the counter at local convenience stores, newsagents, or general retailers. Top up your Opal card before travelling, then tap on at the beginning of your journey and tap off at the end. Use the same card or device for the entire journey, and use one card or device per passenger. If you forget to tap off, a default fare may apply, while travelling without tapping on may result in a fine.

You can also pay with an accepted contactless bank card, phone or watch. Registering your Opal card is recommended so your balance can be protected if the card is lost or stolen.



Travelling from **Sydney Airport**

From Sydney Airport, you can travel to Parramatta by train, taxi, registered rideshare service or pre-booked shuttle or airport transfer.

Airport train stations are located at the International and Domestic terminals and connect with the Sydney rail network. The Study NSW International Student Welcome Desk is located in the T1 International Arrivals Hall near Exit A. Student volunteers can provide arrival information, maps and general guidance about travelling and settling into NSW.

Upon arrival at Sydney Airport, you may choose from several transportation options to reach the campus:



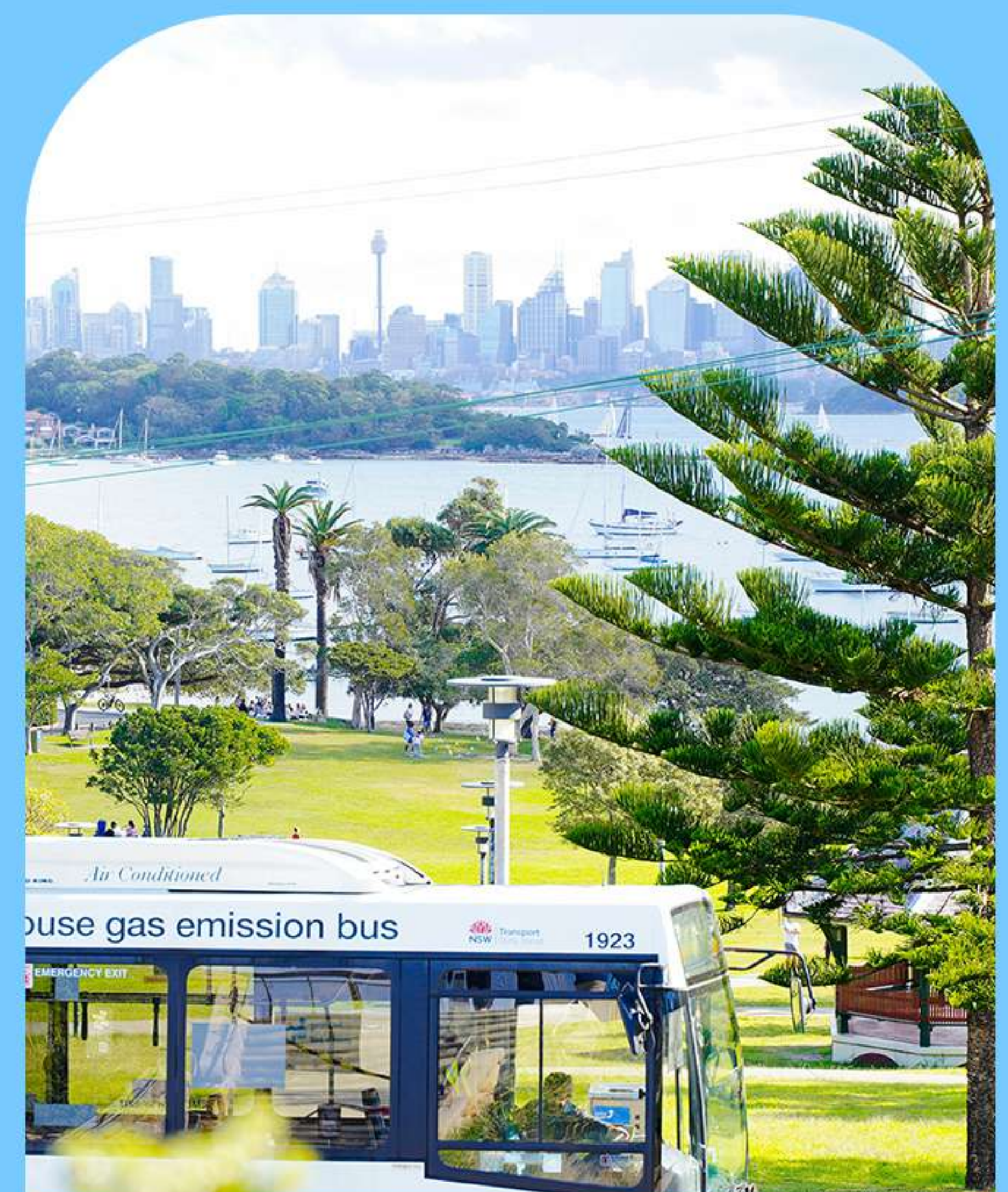
TAXI

Approximately AUD \$80 to \$120 to the campus;



TRAIN

Approximately AUD \$22 to \$30 to Parramatta Station;



SHUTTLE BUS

Approximately AUD \$15 - \$30 to Parramatta.
(Please note: Shuttle buses must be pre-booked)

Please note: The fares shown above are indicative only and may vary. For current information, visit the **Sydney Airport website** and the **Transport for NSW Trip Planner** before travelling.

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Getting Started in Sydney

Settling into a new city takes time. These practical steps will help you explore Sydney, organise essential services and feel more confident during your first week in Australia.

Explore Sydney

Sydney and Parramatta offer festivals, markets, exhibitions, workshops, sporting events and many free activities. Explore current events through:

- » **City of Parramatta - Upcoming Events:** for events near the SCI campuses;
- » **City of Sydney - What's On:** for events across central Sydney;
- » **Sydney.com and Visit NSW - Events:** for major attractions, festivals and performances; and
- » **Study NSW - Events and Programs:** for international student activities.

Before attending, check the location, cost, booking requirements, accessibility and public transport options.

Opening a Bank Account

After arriving in Australia, compare banks and consider account fees, ATM access, branch locations and international transfer charges. To open an account, you will generally need your passport, your Confirmation of Enrolment, proof of your Australian residential address, and your Australian mobile number, where requested.

Your First-Week Checklist

- » Obtain an Australian mobile number;
- » Open an Australian bank account;
- » Activate your OSHC and save your membership details;
- » Purchase an Opal card or organise contactless travel payment;
- » Apply online for a **Tax File Number**;
- » Create your **Unique Student Identifier (USI)** after arriving in Australia;
- » Provide SCI with your Australian address and updated contact details;
- » Access your SCI email and OASIS eLearning portal; and
- » Confirm your Orientation and class information.

International students can create a USI after entering Australia using their passport and Australian visa. Applying for a TFN is free and can be completed online.

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Employment and Career Support

Looking for part-time work while you study?

It can help you gain experience, build professional skills and connect with the wider community. As job availability and working hours can vary, prepare your budget without depending on employment income and make sure your studies remain your main priority.

Finding Employment

Students can search for employment opportunities through:

- » SEEK
- » Indeed Australia
- » Workforce Australia
- » Employment Opportunities Support Group available through the SCI OASIS eLearning portal.

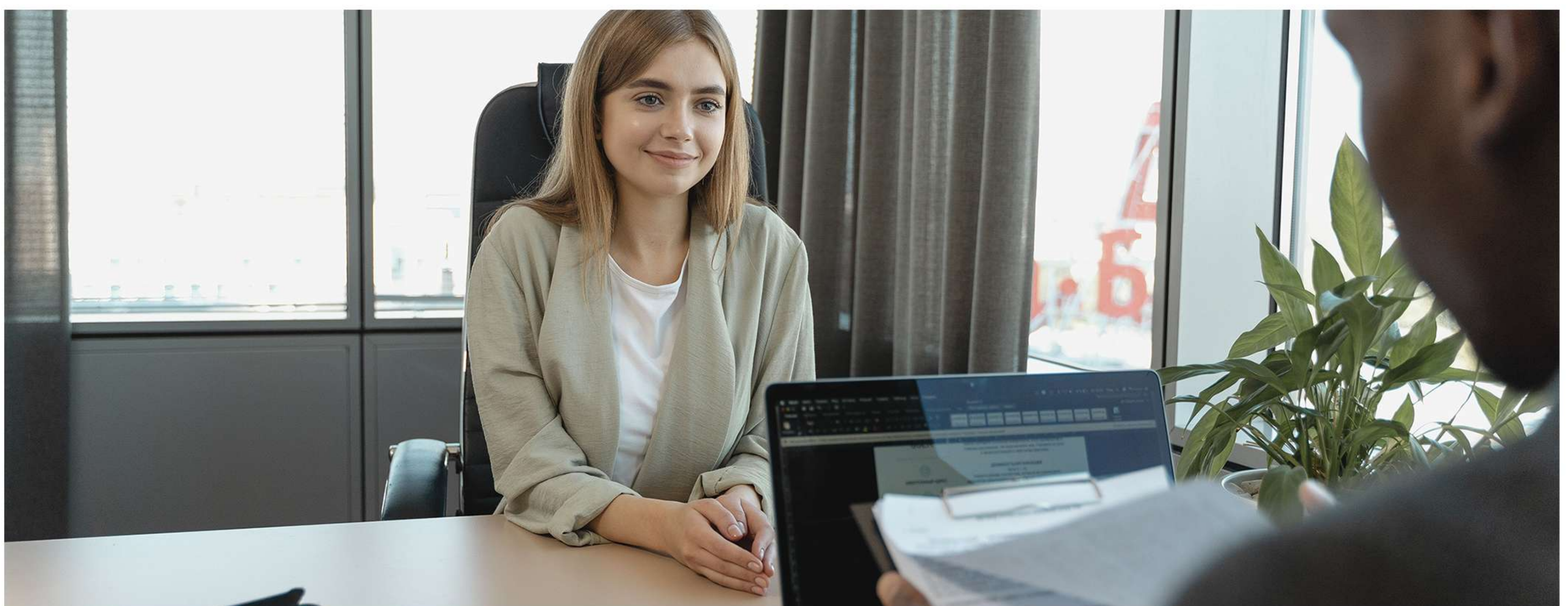
The SCI OASIS group includes a Job Board, Open Discussion Forum and useful employment resources. Students should check the portal regularly and may also create job alerts on external job-search websites.

Before accepting employment, check your current work conditions through **VEVO** and learn about minimum pay, employment conditions and workplace rights through the **Fair Work Ombudsman**. Employment resources and job advertisements do not guarantee employment.

Career Presentation Support

Students can also access career and employability resources through **Study NSW**, a NSW Government initiative supporting international students.

For interview and employment preparation, **Dress for Success NSW & ACT** provides professional clothing, styling and presentation support for women, while **Dress for Work** offers clothing and job-readiness support for men. Students can visit the organisations' websites to review available services and book an appointment.



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Student Safety & Visa Responsibilities

Australia is generally a safe and welcoming place to live and study. International students have the same right to police assistance and legal protection as others in Australia. Stay aware of your surroundings and never share passwords, banking details or verification codes with unexpected callers or messages.

For emergencies requiring police, fire or ambulance assistance, call **000**. For non-urgent police matters, call the Police Assistance Line on **131 444**. Contact SCI Student Support on **+61 2 9066 6902** if you feel unsafe or need help accessing an appropriate service.

Australian Student Visa

Your Student visa (subclass 500) allows you to live in Australia while studying an eligible registered course. Your visa grant letter outlines the dates and conditions that apply specifically to you. Keep a copy of this letter and use Visa Entitlement Verification Online (VEVO) to check your current visa status, expiry date and conditions whenever needed.

- » **Remain enrolled and meet your course requirements:** You must remain enrolled in your registered course and maintain satisfactory academic progress and participation. Attend classes, complete assessments on time and contact SCI Student Support early if illness, personal circumstances or study difficulties may affect your progress.
- » **Maintain your health cover:** Keep your Overseas Student Health Cover (OSHC) valid for the period required by your visa. Check your policy dates regularly and contact your insurer before the cover expires.
- » **Understand your work conditions:** Most Student visa holders may work up to 48 hours per fortnight while their course is in session and unlimited hours during scheduled course breaks. Students granted their visa outside Australia generally cannot begin working until their course has commenced. Conditions may differ, so always check VEVO before accepting work.
- » **Keep your contact details current:** Provide SCI with your Australian residential address within seven days of arriving in Australia. You must also update SCI within seven days whenever your residential address or contact details change.
- » **Speak with SCI before changing your studies:** A deferral, suspension, withdrawal, reduced study load, course transfer or other enrolment change may affect your Confirmation of Enrolment and visa. Contact SCI Student Support before making any change and obtain appropriate immigration advice where required.
- » **Check your visa expiry date:** Your Student visa does not automatically extend if your course arrangements change. Plan ahead to apply for another appropriate visa or leave Australia before your current visa expires.

Check your visa conditions through **VEVO** or your visa grant letter. For immigration advice, contact the Department of Home Affairs or a registered migration professional. For information about complaints and appeals, critical incidents, student responsibilities and relevant SCI policies, refer to the **SCI Student Handbook** and **Policies and Procedures** page.

SCI Student Support Services

SCI provides a range of resources and dedicated staff to support students facing challenges. Should you require assistance, we encourage you to reach out to our Student Support team. Our trained professionals are available to offer guidance and help.

We highly recommend utilising these support services early in your academic journey to ensure a positive and fulfilling experience while studying in Sydney.

» Orientation Program

SCI's New Student Orientation Program is conducted at the beginning of each semester to welcome all new students. The program offers peer support through a mentor system, an introduction to Australian culture and study styles, and essential information on accommodation, student visa conditions, work rights and visa conditions, overseas health cover, and IT facilities. Additionally, students are provided with a campus tour and introduced to key staff members. The location, date and time for the SCI New Student Orientation Program will be confirmed in your Orientation email.

» Academic Support

In addition to regular lectures and tutorials, SCI offers a range of supplementary academic support to enhance students' learning experiences. This includes revision tutorials, peer-assisted learning, and referencing workshops to assist with assignment writing. Furthermore, specialised workshops focusing on study skills and exam preparation are available for students encountering academic challenges.

For further academic support and assistance, please contact the respective Academic Director via Reception at Level 2, 1-3 Fitzwilliam Street, PARRAMATTA NSW 2150 Australia.



» English Language Support

SCI provides continuous, timely English language support through structured Learning Support Sessions, designed to help students strengthen their learning skills and improve English proficiency.

These sessions, facilitated by the Library & Learning Support Manager, are available on weekdays to ensure consistent academic progress.

» Counselling Services

SCI provides free, confidential counselling and crisis support through its Student Support Team and Student Liaison Officer (SLO), with referrals to external professionals when needed. Support services also include skills workshops, employment assistance, and online mental health resources. International students receive a Pre-Arrival Guide, orientation, and ongoing help with accommodation, health, safety, visa requirements, and English language support to aid their adjustment and success in Australia.

For additional information on Student Support services, please refer to the **Student Handbook** or **Student Support Policy** available on the SCI website.

Need Assistance?

Contact SCI Student Support for help with enrolment, studies, wellbeing, accommodation, health services, or visa responsibilities.

Phone: +61 2 9066 6902

Email: info@sci.edu.au

Location: Level 2, 1-3 Fitzwilliam Street, Parramatta NSW 2150

Southern Cross Institute (SCI)

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

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TEQSA Provider No: PRV14353 CRICOS Provider No: 04078A

Changing Your Studies —

- » Students who wish to defer the commencement of their course, request a suspension or leave of absence, withdraw from their course or make another change to their enrolment must contact SCI Student Support before taking any action.
- » Requests must be submitted using the relevant **SCI form** and may require supporting evidence of compassionate or compelling circumstances. SCI will assess each request in accordance with its **Deferral, Suspension and Cancellation Policy and Procedure**.
- » An approved change may affect your Confirmation of Enrolment and Student visa. SCI will report approved enrolment changes through the required Australian Government system. Before changing your studies, check the possible effect on your visa with the **Department of Home Affairs** or a registered migration professional.
- » SCI may also suspend or cancel a student's enrolment in circumstances permitted under its policies. Where SCI initiates a suspension or cancellation, students will be informed in writing of the decision, the reasons for the decision and their complaints and appeals rights.
- » Students experiencing illness, bereavement, trauma or another serious circumstance that may affect their studies should contact SCI Student Support as early as possible.



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Campus Facilities

Use of Computer Labs and Classrooms

SCI provides two well-equipped computer laboratories with complimentary internet access, located at Level 2, 1-3 Fitzwilliam Street, Parramatta NSW 2150 and Level 6, 31-39 Macquarie Street, Parramatta NSW 2150.

To uphold a respectful and professional academic environment, students are expected to:

- Maintain cleanliness in classrooms and the computer laboratories;
- Remove all litter, work papers, bags, and personal belongings at the end of each class or upon leaving the area;
- Dispose of litter in the designated bins;
- Return desks, chairs, and other furniture to their proper positions after each session.

Classroom equipment, such as overhead projectors, computers, televisions, and video players, may only be moved with the lecturer's permission and must be returned promptly after use.

Campus Operating Hours

- **Monday to Friday:** 8:30 AM to 5:30 PM
- **Saturday to Sunday:** 9:00 AM to 5:00 PM
- Campus facilities may remain open until 9:30 PM, subject to the timetable or schedule.

Please note: Operating hours are subject to change.



Resource and Library Facilities

SCI provides students with access to a well-resourced library for borrowing books to support their referencing and study needs. Additionally, students have access to the SCI online library, offering a comprehensive range of academic resources.

For assistance with accessing the library or online resources, please contact the Library & Learning Support Manager on campus. Library services are available across both campuses, with the **Bloomsbury Library** located at the Fitzwilliam Street campus and the **Gulambali Library** located at the Macquarie Street campus.



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Settling into Life in Australia

Moving to a new country can be exciting, but it may take time to feel comfortable in your new surroundings. You may experience homesickness, tiredness or uncertainty while adjusting to different academic, social and cultural expectations. These feelings are common.

Give yourself time to settle in, maintain a regular routine, stay connected with family and friends, participate in Orientation and SCISA activities, and explore your local community. Ask questions when something is unclear and contact SCI Student Support if personal, academic or wellbeing concerns begin affecting your studies.

Enjoy Sydney Safely

Sydney's beaches and outdoor spaces are popular, but weather and water conditions can change quickly. Before heading outdoors, take a few simple precautions to protect yourself and enjoy your time safely:

- Swim only at patrolled beaches and stay between the red and yellow flags;
- Follow lifeguard instructions and never swim alone or at night;
- Do not enter the water after consuming alcohol;
- Check the weather forecast and UV level before outdoor activities; and
- Wear sunscreen, protective clothing, a hat and sunglasses.

Wildlife Awareness

Australia has diverse wildlife, including birds, possums and other animals that may be seen in parks and residential areas. Observe wildlife from a safe distance and do not touch, feed, chase or attempt to move an animal, particularly if it appears injured or distressed. Contact the relevant wildlife rescue service or local authority if assistance is required.



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New Student Orientation Program Details

Orientation Information

As an international student commencing your studies, it is essential to plan your arrival to ensure a smooth and successful transition into your academic journey.

The SCI Student Support team will email your confirmed Orientation date, time, campus and attendance instructions before your course commences.

What to Expect

The New Student Orientation Program introduces students to SCI, their course requirements and the support services available throughout their studies. The program includes a welcome from the Dean, course and study plan information, individual study-planning sessions with Academic Directors, and an overview of academic and welfare support services.

Students will also receive guidance on personal safety and accessing assistance in an emergency, library borrowing and online resources, and using SCI's online learning system to access materials, complete online tests and submit assignments. The program also covers registration, timetables, Student ID cards, unit materials and practical information about accommodation, banking, Tax File Numbers and Overseas Student Health Cover. An official welcome and light lunch will also be provided.

If you are unable to attend the orientation program due to unavoidable circumstances, please contact SCI Reception at Level 2, 1-3 Fitzwilliam Street, PARRAMATTA NSW 2150, Australia or call +61 2 9066 6902.

You may request information regarding an alternative briefing of the orientation program.



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Southern Cross Institute Student Association (SCISA)

The **Southern Cross Institute Student Association (SCISA)**, an autonomous body formally endorsed by the Governing Council, was established with the core objective of fostering student engagement beyond the academic realm. Its key purposes include:

- Promoting active student participation in institutional decision-making through representation on committees;
- Advocating for student interests and spearheading initiatives to enhance cultural, sporting, and educational experiences;
- Cultivating a positive and enriching student experience through active involvement within the student community;
- Supporting the orientation, integration, and social inclusion of new students;
- Celebrating and showcasing the diverse cultural makeup of the student body at SCI, by creating platforms to support and recognise multiculturalism;
- Assisting with other student-related roles as determined by the Dean and Academic Directors.

SCISA representatives support the effective communication of student perspectives and help ensure that student views are considered in academic and administrative decision-making. SCISA also organises a variety of student-focused programs throughout the year to enhance academic success, student well-being, and campus engagement. Recent SCISA initiatives have included the **SCI Sports Event** in 2026 and **Secret Santa Gift Exchange** in 2025. Other SCISA initiatives include Ethnic Day, resume workshop, networking events, skill-building sessions, and peer support activities.

SCI is dedicated to the continuous improvement of the student experience, with student representatives playing a central role in conveying feedback. The Academic Director of Human Services Management supervises all SCISA activities.

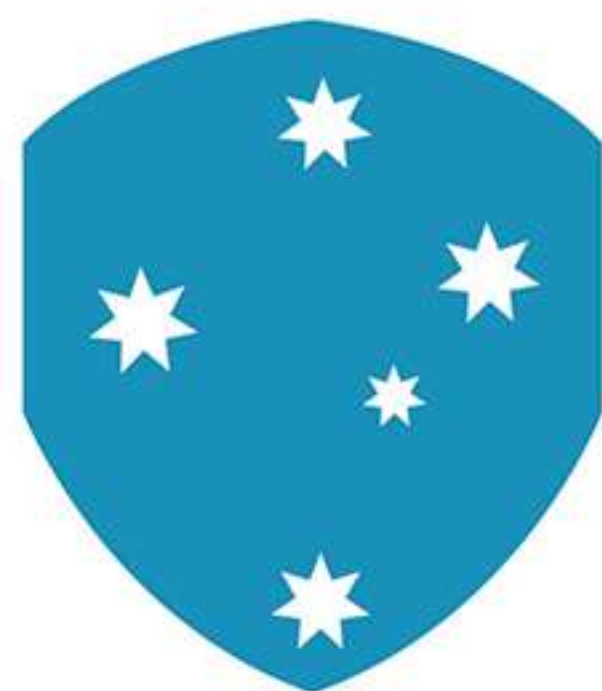


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SOUTHERN CROSS INSTITUTE



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Scan to visit
the SCI website

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