Orientation Procedures

The July Main 2011 Orientation program runs from Thursday, 14 June to Friday, 29 July 2011. Orientation consists of Student Registration, course information, introductory lectures, subject selection, information sessions and activities.

All Orientation activities have been designed to assist you in your studies and your overall well being at Trinity College and Melbourne. It is important to participate in Orientation as the activities organised provide the very important first step towards making friends, getting to know staff, understanding cultural differences and settling in to a new environment, both academically and socially.

Enrolment Procedures

The enrolment process has the following stages:

1. **Student Registration**

   You will start your first day of Orientation with the Student Registration at the Evan Burge Building (Red Dot No 7, Parkville Campus Map) on Thursday, 14 July 2011. Please refer to the first day timetable on page 5.

   Please bring the following items to the Student Registration:
   
   - your passport and student visa information
   - current Australian address (even if it is only a temporary address),
   - telephone numbers and
   - the final instalment of your tuition fees.

   Please note that if you arrive before Thursday, 14 July, you are encouraged to pay your fees at the Main Office, Wynne Cottage (Red Dot No 22, Parkville Campus Map) between 9:00am and 4:30pm Monday to Friday. All students are still expected to attend the Student Registration at **8:00am sharp** on Thursday, 14 July. Questions and concerns regarding the final instalment of your tuition fees can be directed to Ms Alexandra Dahlsen, Student Administration Manager on +613 9348 7497 or adahlsen@trinity.unimelb.edu.au

2. **English Diagnostic**

   All students must sit the English Diagnostic on Thursday, 14 July at the scheduled time as shown on the Orientation Timetable. This will assist in the appropriate placement of classes for English language proficiency.
3. **Subject Selection**

This takes place after you have attended the **Introductory Lectures** and consulted with a Subject Selection adviser. **Introductory Lectures** introduce you to the elective subjects at Trinity. Lecturers will explain the syllabus, assessment, course format, expectations and are available to answer your questions. Dates for Introductory Lectures and Subject Selection will be published on the full orientation timetable which you will receive on Thursday, 14 July.

**Trinity Book Room**

The Trinity Book Room sells **Trinity printed** Course materials only and does not sell textbooks. This Book Room is a temporary set up during Orientation which enables students to purchase their Trinity printed course material easily. Opening times are listed on the Orientation timetable you will receive on the first day.

All students are advised to purchase books and notes only **after** they have confirmed their subject selection.

The **Book List** will be distributed during Student Registration on Thursday, 14 July and is also available on the Trinity College website at: [www.trinity.unimelb.edu.au/tcfs/orientation](http://www.trinity.unimelb.edu.au/tcfs/orientation)

**Orientation Activities & Workshops**

**All orientation activities and workshops are compulsory. Students are strongly discouraged from missing any workshop or activity.**

Orientation is a crucial part of our program as it offers you an opportunity to make friends in a fun and relaxing manner, and to experience Australian culture before beginning a very intense year of studies. The program is designed to assist you with the start of your international educational experience at Trinity College and Melbourne.

You will participate in a series of group activities and workshops as part of your orientation. Each group is led by a staff member, who will help you familiarise yourself to your new surroundings and provide support and assistance as required. Groups will participate in a varied and stimulating program which includes indoor and outdoor creative team-building activities. All activities are conducted in a safe and supportive environment.

Each group of students will link up with several other groups at different times during the activities. This will enable you to meet lots of other students who will be studying with you.

You are advised to dress in clothing suitable for a cold winter. The temperature is usually between 2-15˚C and cold and wet. Clothing should be **comfortable** and **casual**. The following items are recommended for all activities to make your orientation experience a comfortable and safe experience for you:

- jumpers, cardigans, sweaters
• long sleeve shirts (to wear under jumpers, cardigans, sweaters)
• waterproof jacket/ coat
• warm trousers
• sun screen (SPF 15 – 30 +)
• sun glasses
• warm hat/ beanie
• gloves/ mittens and a scarf
• sturdy, rubber-soled walking shoes
• refillable water bottle (this is essential for all activities)
• umbrella

You may wish to bring a camera and pocket money.

Alcohol: Trinity College Foundation Studies is alcohol-free. The consumption of alcohol is not permitted at any TCFS activity.

Smoking: You are strictly forbidden to smoke in non-designated areas. It is crucial that you refrain from smoking during a Total Fire Ban.
Student First Day Timetable

The timetable for your first day at Trinity is shown in the table below. Please attend all sessions as indicated. Please arrive at the scheduled time for each event. A complete timetable will be available during the Student Registration.

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00am</td>
<td>Timetable Explanation</td>
</tr>
<tr>
<td>9.30</td>
<td>Tour of the University of Melbourne and Trinity College</td>
</tr>
<tr>
<td>10.15</td>
<td>English Diagnostic</td>
</tr>
<tr>
<td>11.30</td>
<td>English Diagnostic</td>
</tr>
</tbody>
</table>

This document is subject to change. Please check the Trinity web site at [www.trinity.unimelb.edu.au/tcfs/orientation](http://www.trinity.unimelb.edu.au/tcfs/orientation) for the most up-to-date information.

Last updated Friday, May 06, 2011 3:37 PM.
Student Dietary Request Form

If you require a special diet please contact Ms Evelyn Laurens by email (studentservices@trinity.unimelb.edu.au), telephone (+613 9348 7040) or fax (+613 9347 8407) the following information by Friday, 1 July 2011:

Family Name/Surname: __________________________________________________________
First Name/ Given Name: _______________________________________________________
Phone: (include country code) __________________________________________________
Student ID: (if known) _________________________________________________________

☐ Halal    ☐ Vegetarian    ☐ No beef
☐ Vegan    ☐ Lactose Intolerant    ☐ No seafood

Parent Events (Thursday, 30 June) RSVP Form

If your Parents will be accompanying you on Thursday, 14 July 2011 for the parent morning coffee, please contact Ms Evelyn Laurens by email (studentservices@trinity.unimelb.edu.au), telephone (+613 9348 7040) or fax (+613 9347 8407) the following information by Friday, 1 July 2011:

Student’s Name:
Title: __________________________
Family Name/Surname: _______________________________________________________
First Name/ Given Name: ______________________________________________________
Student ID (if known): _________________________________________________________

Parent 1:
Title: __________________________
Family Name/Surname: _______________________________________________________
First Name/ Given Name: ______________________________________________________
Phone (include country code): _________________________________________________
Dietary Requirements (if any): ________________________________________________

Parent 2:
Title: __________________________
Family Name/Surname: _______________________________________________________
First Name/ Given Name: ______________________________________________________
Dietary Requirements (if any): ________________________________________________

☐ Parent Coffee