

Overseas Student (CRICOS) Handbook



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Courses

The NSW Education Standards Authority (NESA) is responsible for developing Kindergarten to Year 12 syllabuses for NSW schools in accordance with the Education Act 1990 and the NSW Education Standards Authority Act 2013.

Primary School Studies (Kindergarten to Year 6) (020998E)

The Primary School studies course is a seven-year course with each grade being one year's duration.

Curriculum Requirements

In Kindergarten to Year 6, schools are required to have educational programs for the six Key Learning Areas of:

- English
- Mathematics
- Science and Technology
- Personal Development, Health and Physical Education
- Creative Arts
- Human Society and Its Environment (History and Geography)

In addition to these core subjects, the School offers specialist classes in Christian Studies, French, Music and Sport.

Kindergarten to Year 6 includes four Stages of learning:

- Early Stage 1 – Kindergarten
- Stage 1 – Years 1 and 2
- Stage 2 – Years 3 and 4
- Stage 3 – Years 5 and 6

Junior Secondary School Studies (Years 7 to 10) (005000D)

The Secondary School offers a broad curriculum which is organised into three stages:

- Stage 4 (Years 7 and 8),
- Stage 5 (Years 9 and 10) and
- Stage 6 (Years 11 and 12).

The Junior Secondary School studies course is a four-year course with Years 7 to 10 being one year's duration.

The 2021 Curriculum shows the Key Learning Areas by year and stage.

Courses of study at GRG are outlined in the Courses of Study Years 7 to 10 Subject Selection Handbook Booklet which is updated each year and shared with students prior to subject selection. For further information on academic courses at GRG see the School Prospectus or contact the Enrolments Registrar.

The School is registered and accredited to present students for the Record of School Achievement (RoSA) Years 9 to 10 – Stage 5.

Senior Secondary School Studies (Years 11 and 12) (005001C)

The School is Registered and Accredited to present students for the Higher School Certificate (HSC) in Stage 6. The HSC course is a two-year course. Year 11 (Preliminary) and 12 (HSC) are taught and assessed in accordance with NSW Education Standards requirements (NESA).

The HSC provides a certificate to mark the completion of secondary education as well as an Australian Tertiary Admission Rank (ATAR) for entry to universities.

Courses of study are outlined in the Year 10 Information Booklet which is updated each year and shared with students and parents prior to subject selection. It is also available by contacting the Enrolments Registrar.

Assessment Policies

Assessment Policy booklets are available from the School and contain all the relevant information with regard to formal assessment programs for Years 9 to 12.

As well as some general information, they contain important rules and procedures for students, parents/carers and teachers. The formal assessment requirements for each subject offered are also included.

External Providers

From time to time students elect to study courses that are not available at the School and as such are undertaken through an outside tutor and/or external provider. When this occurs, the Director of Studies will support Overseas Students to enrol in these subjects. The Director of Studies maintains a register of all students studying a course with an External Provider or Outside Tutor.

The external provider provides the Director of Studies with written confirmation that the course will be taught in accordance with the NESA syllabuses. For Record of School Achievement (RoSA) and Higher School Certificate (HSC) courses, the external provider provides a written statement that the assessment program for each course it delivers will meet the requirements of the Assessment Certification Examination (ACE) website.

The Director of Studies is responsible for maintaining documentation to demonstrate that each student's overall pattern of study meets the RoSA and HSC requirements. The relevant courses are entered in each student's Confirmation of Entry on Schools Online, together with the name

of the external provider. The Confirmation of Entry records whether the pattern of study entered for each student meets the requirements for the award of the Higher School Certificate and ATAR. The Confirmation of Entry also demonstrates that the course studied externally comprises a minority of each student's overall pattern of study.

NSW School of Languages

Each year, a small number of students study a language through the NSW School of Languages. In Years 9 and 10, the study of the language replaces one of the student's elective courses and the student is allocated three periods per week on their timetable.

In Years 11 and 12, the language studied externally contributes to the total number of units each student is studying, up to a maximum of 13 units (in line with NSW School of Languages guidelines). Each student is allocated four periods per week on their timetable. Access to a landline is provided for compulsory telephone lessons.

Saturday School of Community Languages

A number of students also study a language through the Saturday School of Community Languages. In Years 9 and 10, the study of this language is in addition to the subjects the student is studying. In Years 11 and 12, the language studied externally contributes to the total number of units each student is studying, up to a maximum of 13 units. Each student is allocated four periods per week on their timetable.

Further information about subject selection, patterns of study, assessment and External Providers is available by request to the Enrolments Registrar via email enrolments@grg.nsw.edu.au

The Education Services for Overseas Students (ESOS) Framework

Important information for you as a student

You must refer to the below website and read the information relating to the ESOS Framework to ensure you understand the information relating to your future enrolment at the School.

<https://internationaleducation.gov.au/regulatory-information/pages/regulatoryinformation.aspx>

The ESOS framework – Providing quality education and protecting your rights

The Australian Government wants overseas students in Australia to have a safe, enjoyable and rewarding place to study. Australia's laws promote quality education and consumer protection for Overseas Students. These laws are known as the ESOS framework and include the Education Services for Overseas (ESOS) Act 2000 and the National Code.

Protection for Overseas Students

As an Overseas Student on a student visa, you must study with an education provider and in a course that can be found on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) at <http://cricos.education.gov.au>. CRICOS registration guarantees that the course and the education provider at which you study meet the high standards necessary for overseas students. Please check carefully that the details of your course – including its location – match the information on CRICOS.

Your rights

The ESOS framework protects your rights, as follows.

- Your right to receive, before enrolling, current and accurate information about the courses, fees, modes of study and other information from your provider. If you are under 18, to ensure your safety, you will be granted a visa only if there are arrangements in place for your accommodation, support and welfare.
- Your right to sign a written agreement with your provider before or as you pay fees, setting out the services to be provided, fees payable and information about refunds of course money. **You should keep a copy of your written agreement.**
- Your right to get the education you paid for. The ESOS framework includes consumer protection that will allow you to receive a refund or to be placed in another course if your provider is unable to teach your course.

The ESOS Framework

Your rights

Your right to know:

- how to use your provider's student support services
- who the contact officer or officers are for Overseas Students
- if you can apply for course credit; when your enrolment can be deferred, suspended or cancelled
- what your provider's requirements are for satisfactory progress in the courses
- if attendance will be monitored for those courses
- what will happen if you want to change providers
- how to use your provider's complaints and appeals process.

Your responsibilities

As an Overseas Student on a student visa, you have responsibilities to:

- satisfy your student visa conditions
- maintain your Overseas Student Health Cover (OSHC) for the period of your stay
- meet the terms of the written agreement with your provider
- inform your provider if you change your address
- maintain satisfactory course progress
- follow your provider's attendance policy
- maintain your approved accommodation, support and general welfare arrangements.

Government Framework

Students must comply with the requirements of the Department of Immigration and Border Protection (DIBP) regarding regulations governing Overseas Student entry to Australia.

Overseas Students at GRG are required to live with a blood relative when at GRG.

The blood relative (approved by Department of Immigration and Boarder Protection) can arrange the student's Confirmation of Accommodation and Welfare (CAAW) certificate which is required for the Overseas Student subclass 500 visa application. GRG does not accept Home Stay arrangements.

Monitoring of students Kindergarten to Year 12 Accommodation Arrangements

Parents of students Kindergarten to Year 12 should note that the School will implement procedures to monitor the accommodation arrangements for all Overseas Students. This monitoring may include parent/ nominated Guardian attendance at regular meetings with the classroom teacher or Head of School and will also include annual visits to the students' Guardian's home by a representative of the School.

Educational Standards and outcomes

Georges River Grammar is committed to providing and maintaining the highest professional standards in the delivery of its education programs. This includes safeguarding the welfare and interests of all students, providing adequate facilities and resources, and using appropriate and effective methods of teaching and learning.

All subjects and courses offered to Overseas Students have stated educational outcomes as specified in the syllabus documents. Curriculum information is available to Overseas Students to assist them in making suitable selections prior to them taking up the place. The Careers Advisor is also available to discuss subject choices with Overseas Students before a course of study is chosen.

Privacy of personal information

Georges River Grammar adheres to the requirements of the Privacy Act 2001 in relation to the way it handles personal and sensitive information about students. Parents and students must be aware that the information provided by the student to the School may be made available to Commonwealth and State Agencies pursuant to obligations under the ESOS Act 2000 and the National Code 2007.

The School is required, under S19 of the ESOS Act 2000, to inform the Department of Immigration and Border Protection (DIBP) about:

- certain changes to the student's enrolment
- any breach by the student of a student visa condition relating to attendance or satisfactory academic performance.

Course-related Fees and Refund Policy

Information on School fees for Overseas Students including payment plans, payments in advance and terms and conditions can be found on the Fees page under Overseas Students on the School's website.

Important contact details

Georges River Grammar | Georges Crescent, George Hall NSW 2198

Phone: +61 2 9725 7566 | www.grg.nsw.edu.au

Director of Student Wellbeing:	Ms Rachael Green
Director of Teaching & Learning (7-12):	Mr Peter Joseph
Head of Secondary:	Mr Joshua Mitchell
Head of Primary:	Mrs Nina Heinecke

ENROLMENTS

Enrolments Registrar: enrolments@grg.nsw.edu.au

Enrolments Steps

To be considered for enrolment at Georges River Grammar, Overseas Students are required to:

1. Submit a completed Overseas Student Application for Enrolment form accompanied by all requested documentation specified in the application and signed by parent(s)
2. Pay the non-refundable Application Fee
3. Be prepared to take out Overseas Student Health Cover prior to a Student Visa being granted.
4. Students will not be admitted unless the required English level or higher as stated below has been achieved:
Year 9,10 and 11 – Intermediate (AEAS 61-70)
Year 7 & 8 – (Intermediate 46-60)

and

Where a student is undertaking an English course in Australia to acquire the language skills necessary prior to attending the School, proof of graduation or successful completion of the English course must be produced prior to commencement of studies at the School. If the required level is not achieved, the student's enrolment will be deferred or cancelled. Deferment of an application is at the discretion of the Georges River Grammar Principal. Students entering Year 11 are unable to be deferred and their application will be cancelled.

5. Supply details of living arrangements. Please note **overseas students must reside with a blood relative when studying at GRG.**

Process

Upon receipt of an application a student may be provisionally accepted into GRG. A Written Agreement is then issued and a provisional acceptance fee (only refundable if a Visa is not granted is payable). Once the agreement and payment are received a Confirmation of Enrolment can be issued to allow the student to apply for a visa to enter Australia. This CoE will be sent electronically to the parents' supplied email address.

Confirmed Place

Once an acceptable English level has been achieved an interview will take place to confirm enrolment. Following a successful interview, a confirmed place is offered. Your acceptance of this offer is finalised by the payment of the Enrolment Administration Fee. When this confirmation occurs the provisional acceptance fee will be deducted from the tuition fees.

GRG Tuition fees and other charges are subject to change and may vary from year to year. Tuition fees and other charges are set annually by the School Board. Any increase in fees during the period of study will apply to both new and continuing students.

Entry Criteria

Georges River Grammar, as a registered CRICOS provider, is committed to recruiting students in an ethical and responsible manner.

The School has an obligation to ensure that your student qualifications, experience and English Language proficiency are appropriate for the course in which you seek enrolment. The following information will help you as a prospective student to prepare for your enrolment process.

Overseas students applying to the School must undertake studies on a full-time basis, be academically qualified for the proposed course, be proficient in English and have the financial capacity to cover all expenses including return airfares and living costs, and the student must be in good health.

Students who wish to be enrolled in Kindergarten to Year 6 programs MUST have parents or a legal guardian apply and accept responsibility for compliance with all Australian Government Regulations and all Georges River Grammar Conditions of Entry and Continuing Enrolment.

Academic evidence and documentation Years Kindergarten to Year 12

Overseas students applying for enrolment at Georges River Grammar are required to provide the following records to demonstrate satisfactory levels of academic achievement and English Language skills appropriate to the registered courses being offered.

- A copy of the student's school reports for the previous full academic year – certified copies translated into English
- Copies of any certificates of public examinations (where applicable)
- A photocopy of the student's passport
- AEAS test results, for entry to Years 7 to 11.

Requirements for acceptance into the course

English Language Proficiency

The English language proficiency required for entry is dependent on the age of the student and level of entry. Students applying for entry to Years 7 to 11 are required to provide a certificate of English fluency from AEAS (refer to the Terms and Conditions of Enrolment in the Application for Enrolment form). Please note that AEAS test results are valid for 12 months.

Academic Requirements

Students will be considered for the year level appropriate to their previous learning experience and age.

Students applying for Years 7 to 11 must meet the English language criteria as listed previously. School reports and additional documentation are also reviewed. All students are interviewed by the respective Head of School and Learning Support staff, as deemed necessary, prior to a confirmed place being offered. The Head of School will discuss the past performance of the student and determine the appropriate year level placement.

Living arrangements, support and general welfare for students in Kindergarten to Year 12

Students in Kindergarten to Year 12

Georges River Grammar approves ONLY student enrolments where the child lives either with their parents or a suitable nominated blood relative, as defined by Department of Home Affairs for the duration of the course.

Student Guardian Requirements for Year 7 to Year 12

Blood relatives act on behalf of parents for their children while they are away from home.

GRG requires that parents who do not live in Australia appoint a suitable blood relative in Sydney as a guardian (to act in place of the parents). Every student with parents living out of Australia, must have a guardian who is a blood relative and can be contacted by the School to give written, or in an emergency, telephone permission for leave, outings or medical assistance. This adult must be appointed in writing by the parents and must sign the Written Agreement accepting responsibility for the student.

- A student guardian must:
- be a blood relative of the applicant (proof of kinship from home country to prove blood relationship), translated and certified as necessary
- be over 21 years of age
- be eligible to remain in Australia for the duration of the student's study at the School
- be approved by the School.

Student guardians must meet the basic criteria of health, character, health insurance, debts to the Commonwealth of Australia, custody arrangements, and accommodation and general welfare.

Changing provider approved care arrangements after arrival in Australia

If a student subsequently seeks or is required to change the care arrangements made at the time of visa grant, they must obtain permission from Georges River Grammar. Please contact the Enrolments Registrar on +61 2 9725 7566 or enrolments@grg.nsw.edu.au

Changing provider approved care arrangements after arrival in Australia

Transferring of accommodation

Applications for a student transfer from the care of a parent or nominated blood relative should be submitted in writing to the Principal.

The applicant must supply:

- written request from parent(s)
- proof of kinship from home country to prove blood relationship to the new guardian
- proof of permanent address and Australian residency in Sydney.

The School will not approve any other accommodation arrangements for Overseas students.

All applications for transfer of living arrangements will be considered by the Principal within ten working days of receipt of the written request being received. The Principal has the responsibility for reviewing and approving/refusing Overseas Student transfers and this decision is final.

Students whose request for transfer has been refused may appeal the decision in writing to the Principal.

Monitoring academic progress, school life and attendance

Progress in the academic and co-curricular aspects of the school program plus your general wellbeing will be monitored by the Head of School, who will meet with you from time to time to discuss your progress.

Changes to Enrolment status

Changes to the status of a student's enrolment can be as follows:

- Deferment of commencement of study, requested by the student
- Suspension of study, requested by the student
- Transfer of enrolment, requested by the student
- Termination and/or suspension of enrolment, initiated by the School.

Application for Deferment and/or Suspension of Commencement of Study

The School will only grant a deferment of commencement of studies for compassionate and compelling circumstances.

Once the student has commenced the course, the School will only grant a suspension of study for compassionate and compelling circumstances.

These include but are not limited to:

- illness, where a medical certificate states that the student was unable to attend classes
- bereavement of close family members such as parents or grandparents (a death certificate may need to be provided)
- major political upheaval or a natural disaster in the home country requiring emergency travel that has impacted on studies
- a traumatic experience that has impacted on the student's ability to begin study on the course commencement date due to delay in receiving a student visa.

Applications for deferment/suspension of enrolment should be submitted to the Enrolments Registrar and will be assessed on merit by the Principal. Deferment and/or suspension will be recorded on the Provider Registration and International Student Management System (PRISMS).

Application for Student Transfer from the School

Students can request a letter of release to enable them to transfer to another education provider.

Students applying for a Letter of Release should report to the Enrolments Registrar to obtain a form.

Termination and/or Suspension of Enrolment by the School

Fair, appropriate, and objective measures are employed for the correction and/or discipline of students, including detention, suspension of, and/or termination of enrolment. The Student Wellbeing and Discipline Policies are located in the student diary which is issued to all current and newly enrolled students on a yearly basis.

The School may suspend or terminate an enrolment at its discretion for failure to comply with the conditions of entry outlined in the Written Agreement, signed during the enrolment process, or other serious breaches of the School's rules and regulations. Should the School have grounds to terminate or suspend a student's enrolment, a process of consultation will be entered into between the Principal or another authorised staff member and the parents or legal guardians.

All conversations and outcomes will be documented and placed on the student's file.

Deferring, suspending or cancelling a student's enrolment may affect the student's visa entitlements. In the event of an enrolment termination initiated by the School, the student will have 20 working days to access the Overseas Students Complaints Handling Policy. During this

time, the student's enrolment will NOT be affected. Should a dispute be lodged, once it is resolved, the Department of Home Affairs will be notified immediately via PRISMS, of the outcome, should the termination continue. Arrangements will be made for the return of the student to parental/custodial care as soon as possible, with expenses to be met by the person with whom the School has a signed agreement. At all times, documentary evidence will be held on the student's file, to support any changes to enrolment status. Please refer to the School Diary for further details about the School rules and regulations.

Complaints and Appeals

The School has an Overseas Students Complaints Handling Policy. Students are encouraged to work with the School to resolve issues and to obtain the support they require in dealing with matters as they arise. If the matter is not resolved through the Complaints Process, the student will be advised about the process for appealing the decision made, in accordance with the Overseas Students Complaints Appeals Policy.

Both the Overseas Students Complaints Handling Policy and the Overseas Students Complaints Appeals Policy are available on the School's website on the International Students page.

Provider and Government contact details

Who?	Why?	How?
YOUR PROVIDER Georges River Grammar 53 Georges Crescent GEORGES HALL NSW 2198 Po Box 278 GEORGES HALL NSW 2198 Phone: +61 2 9725 7566 Fax: +61 2 9727 3707 CRICOS: 00382C	For policies that affect you	Speak with your provider. Go to your provider's website. https://grg.nsw.edu.au/enrolment/international-students/
Department of Education, Skills and Employment	For your ESOS rights and responsibilities	ESOS Helpline: www.education.gov.au 1300 615 262 Email: esosmailbox@dest.gov.au
Department of Home Affairs)	For visa matters, www.immi.gov.au	Phone: 131 881 in Australia. Contact the Department of Home Affairs office in your country.
Ombudsman		www.ombo.nsw.gov.au

Things to do before leaving home

- Apply for a Passport
- Arrange a Student Visa including obtaining Overseas Student Health Cover (OSHC)
- Arrange for immunisations and medications from a doctor
- Apply for a credit card and/or arrange sufficient funds
- Confirm international access to funds with your bank
- Make travel arrangements
- Arrange travel insurance
- Advise Georges River Grammar of travel details
- Pack bags, make sure name and contact details are with your travel documents
- Organise a photocopy of the front page of your passport, travel insurance policy document and leave in a safe place in your bag AND leave additional copies of these documents at home
- Organise sufficient currency for taxis, phone calls etc. in the event of an emergency on arrival.
Important documents – this Handbook, Passport, Travel Insurance Policy, ID cards.

Introduction to Australia

A wide, brown land – Australia is the sixth-largest country in the world. It's about the same size as the 48 mainland states of the USA and 50 per cent larger than Europe, but has a very low population density – only one person per three square kilometres. However, about 90 per cent of Australians live in cities.

Beach paradise – Australia's coastline stretches almost 50,000 kilometres and is linked by over 10,000 beaches, more than any other country in the world. More than 85 per cent of Australians live within 50 kilometres of the coast, making it an integral part of our laid-back lifestyle.

Our island home – Australia is the only nation to govern an entire continent and its outlying islands. The mainland is the largest island and the world's smallest, flattest continent.

Indigenous Advances – Believed to be the world's oldest civilisation, Indigenous people have lived and thrived on this continent for more than 50,000 years. Aboriginal and Torres Strait Islanders made many unique advances long before the Europeans arrived. They invented the aerodynamic boomerang and a type of spear-thrower called the woomera. They were also the first society to grind edges on stone cutting tools and the first to use stone tools to grind seeds, everyday tools developed only much later by other societies.

A Multicultural Society – According to the 2016 census, more than 30 per cent of Australians are born overseas and more than 34 per cent are of mixed cultural origin. In our homes we speak around 300 languages – after English (72.7 per cent), the most popular languages are Mandarin, Arabic and Cantonese.

Introduction to Sydney

Sydney is the largest city in Australia and the state capital of New South Wales. Sydney has a urban centre population of approximately 4.45 million. Its inhabitants are called Sydneysiders, and Sydney is often called "the Harbour City". It is one of the most multicultural cities in the world, reflected in its role as a major destination for immigrants to Australia.

The site of the first British colony in Australia, Sydney was established in 1788 at Sydney Cove by Arthur Phillip, commodore of the First Fleet. The city is built on low hills surrounding Sydney Harbour – an inlet of the Tasman Sea on Australia's south- east coast. It is home to the iconic Sydney Opera House, Harbour Bridge and many beaches. The metropolitan area is surrounded by national parks, and contains many bays, rivers and inlets. Sydney has hosted major international sporting events, including the 2000 Summer Olympics.

Cost of living in Sydney

The cost of living in Sydney may seem expensive compared to cities in other countries. Food and clothing could be on average 30 per cent more expensive than the price you purchase these items, or similar, in your country.

Public transport is very accessible and the cost to travel by either bus or train is reasonable and far less expensive than to travel anywhere by taxi. It is advisable that you allow AUD\$15 per week for public transport when this is necessary.

Living in Australia

Although large, Australia has the smallest population (25,615,840 as at March 2020) compared with the other top five largest nations – Russia, Canada, China, the United States of America and Brazil. Australia as a nation governs an entire continent. The mainland is the largest island and the smallest continent on Earth. It lies between ten degrees and 39 degrees latitude South. The highest point on the mainland, Mount Kosciuszko, is only 2228 metres. Apart from Antarctica, Australia is the driest continent. Its interior has one of the lowest rainfalls in the world and about three quarters of the land is arid or semi-arid.

The Australian federation consists of six States and two Territories – New South Wales, Victoria, Queensland, Western Australia, South Australia, Tasmania, Northern Territory and Australian Capital Territory. Most inland borders follow lines of longitude and latitude. The largest state, Western Australia, is about the same size as Western Europe.

The currency in Australia is the Australian dollar, which is comprised of 100 cents. Coins come in denominations of \$1 and \$2 (these coins are gold in colour) and 50, 20, ten and five cents (silver in colour). The notes come in denominations of \$5, \$10, \$20, \$50 and \$100.

Australia has unique life forms not seen elsewhere the world. Australian plants and animals evolved in isolation from other parts of the world. Over the past 45 million years, Australia has moved away from Antarctica towards the equator and become warmer and more arid. About

35 million years ago, eucalypts began to displace the dense forests of the cool, damp Tertiary Period. The marsupials native to Australia have a different chromosome structure than mammals in other parts of the world. Typically, they suckle their young in a pouch. As the world climate warmed and glaciers melted, oceans gradually rose to their current level and the land bridges to New Guinea and Tasmania were cut. Corals colonised a flooded coastal plain, forming Queensland's Great Barrier Reef.

Living in Sydney

The gateway to Australia, Sydney is renowned as a dynamic and cosmopolitan city, combining excellent business and education facilities with great leisure opportunities.

Australia's oldest and largest city is set on one of the world's most stunning harbours, fringed by easy-to-reach, sandy beaches. Sydney Harbour separates the city into north and south, with harbourside villages, beachside suburbs and inner city areas full of life and their own distinctive character.

Sydney

The city has a sunny, moderate climate which contributes to Sydneysiders' relaxed lifestyle and love of the great outdoors. There are five major national parks around Sydney with 8000 square kilometres of open space.

This multicultural city's restaurant and cafe scene is enhanced by outstanding local fresh produce. Sydney has a dynamic arts and cultural scene. It is home to some of Australia's leading arts organisations such as Opera Australia, Sydney Symphony Orchestra, Sydney Dance Company and Sydney Theatre Company and has produced many talented writers, film directors and performers.

Employment prospects are plentiful, education is world-class and health care readily available. Sydney offers a secure environment for families, with excellent facilities, transport and telecommunications.

Religion in Australia

Christianity is the most popular religion embraced by approximately 52 per cent of Australians, predominantly Catholic and Anglican. However, as a multicultural country, most faiths are represented. Australia is a very friendly society and does not tolerate discrimination against race, gender, sexual orientation, social status, politics or religion. Australians strive for equality.

Australian National Anthem



Advance Australia Fair

Australians all let us rejoice, For we are one and free;
With golden soil and wealth for toil; Our homes are girt by sea;
Our land abounds in nature's gift Of beauty rich and rare;
In history's page, let every stage Advance Australia Fair.
In joyful strains then let us sing, Advance Australia Fair.

Preparing your Visa

Most overseas students wanting to study in Australia require a student visa.

Some other visa holders are also eligible to study as overseas students in Australia. Many students apply for a visa themselves online or via the Australian Diplomatic Mission in their country. Before a Student Visa can be granted to a student under 18 years of age, the Australian Government must be satisfied that there is appropriate accommodation, support and general welfare arrangements in place for the period that the student will be under 18 in Australia.

In order to apply for a student visa, you will need a valid passport, an electronic Confirmation of Enrolment (eCoE) issued by the School upon confirmation of enrolment and any other documentation required by the Australian diplomatic post with which you lodge your application. You must ensure to allow enough time for processing between lodging your application and the start of your academic program, as it can be a lengthy process depending on your country of origin.

Department of Home Affairs

The Australian Government provides comprehensive information about student visa requirements and the application process, as well as application document checklists to assist you with your application. Visit the Department of Home Affairs at <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-finder/study> for the latest information.

Department of Foreign Affairs and Trade (DFAT)

As well as links from the Department of Home Affairs website the Department of Foreign Affairs and Trade website <https://dfat.gov.au> has a comprehensive list of Australian embassies, high commissions, consulates and representative offices around the world.

Migration Agents

A migration agent can assist you in submitting your visa application and communicate with Department of Home Affairs on your behalf, but please note that you do not need to use a migration agent to lodge any kind of visa application.

Education Agents

GRG does not have agreements with any Education Agents at this time.

Visa Conditions

If you are granted a visa, you must abide by its conditions. Failure to comply with these conditions could result in the cancellation of your visa. These conditions include (but are not limited to) the following:

- Complete the course within the duration specified in the eCoE
- Maintain satisfactory academic progress
- Maintain approved Overseas Student Health Cover (OSHC) while in Australia
- Notify your training provider of your Australian address and any subsequent changes of address within seven (7) days.

For a full list of mandatory and discretionary student visa conditions, please visit <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-finder/study> at the Australian Government Department of Home Affairs.

Travel Arrangements

You will need to make your own travel arrangements to Australia. Please try to arrive at least one to two weeks before the start of Student Orientation to allow enough time for settling in, adjusting to the climate and overcoming jet lag. If arriving early, students must stay in accommodation accompanied by parents. You should fly into Sydney International Airport which is the closest international airport to the School.

For more information about Sydney Airport, visit www.sydneyairport.com.au

Documents

You should prepare a folder of official documents to bring with you to Australia, including the following.

- Valid Passport with Student Visa
- Offer of a place/admission letter from the School
- Confirmation of Enrolment (CoE) issued by the School
- Receipt of payments (e.g. Tuition fees, OSHC, bank statements etc.)
- Insurance policies

- Original or certified copies of your academic transcripts from your school
- Medical records and/or prescriptions
- CAAW document if you are under 18 years of age.

Keep all documents in your carry-on luggage. In case you lose the originals, make copies that can be left behind with your family AND additional copies in your luggage.

What to bring

Students are often surprised by how strict Australian Customs Services and Quarantine can be. In the case that you have any doubt whether your goods are prohibited or not, you must then declare them Incoming Passenger Card. You will be supplied with this card during your flight into Australia. For more information visit the Department of Agriculture:

<http://www.agriculture.gov.au/travelling>

Baggage allowances flying into Australia will vary according to your carrier, flight class and country of origin. Please check with your carrier prior to departure. This may significantly limit the amount of things you can bring, especially if you will fly within Australia to reach your final destination.

Therefore, it is essential to think the packing process through very carefully. You will be able to purchase most things upon arrival in Australia but the price may be higher than in your own country.

Seasonal considerations

Summer in Australia is from December to February, Autumn from March to May, Winter from June to August, and Spring from September to November. For most of the country the hottest months are January and February. In June and July, the coldest months of the year, you may need additional winter clothing and blankets.

Clothing

At the School, Primary and Secondary school students will be required to wear a school uniform to classes and other school activities. When not at school, you are able to wear appropriate clothes for the Australian lifestyle.

- Here are some other items you might need to include (most can also be purchased in Australia):
- Alarm clock
- Dictionary (bilingual)
- Toiletries
- Umbrella
- Spare spectacles or contact lenses

- Your optical prescription
- Photos of friends and family
- Swimming costume
- Small gifts from home

The standard voltage for electrical items in Australia is 240V. Electric plugs have three flat pins, one of which is an earth pin. You may need to buy an adaptor or have the plugs changed when you arrive.



Note: In the picture, the red dot on the switch indicates that the switch is ON and power is flowing through that socket.

School App

Georges River Grammar uses a variety of different mediums to communicate information to parents. One of these is the Georges River Grammar App which allows users to complete a variety of tasks including ordering lunches and completing absences, whilst providing up to date information to parents.

School news. Alerts and newsletters are automatically pushed out to anyone who uploads the App. Parents are encouraged to download the App using the information shown on the next page.

Bringing your computer

GRG has adopted a Bring Your Own Device (BYOD) Program. Within BYOD, parents may choose to supply an existing laptop that meets School standards. Only technology running a full operating system (e.g. Windows or Mac OS) is allowed. Further information about the BYOD Program can be found on the GRG app under 'alerts'.

Mobile phones and laptops

If you are considering bringing a mobile phone, laptop, or any communication devices we suggest that you visit the Australian Communications and Media Authority www.acma.gov.au before making any purchases. Some students have brought in their own laptops with internal modems only to discover that they were unable to use their modem in Australia. Any external or built-in modems must be Austel Approved in order to function in Australia.

On your flight

Wear comfortable, layered clothing so that you are able to make adjustments according to the local weather. Remember – if you are flying from a northern hemisphere winter into the Australian summer, it will be very hot. We recommend you wear lightweight clothing

underneath and have a pair of sandals or lighter shoes in your hand luggage if you need cooler footwear. Alternatively, extra clothing may be required if flying into the Australian winter season.

Before landing in Australia, passengers are given an Incoming Passenger Card to fill in. This is a legal document. You must tick "YES" if you are carrying any food, plant material (including wooden souvenirs), or animal products. This includes fruit given to you during your flight. If you have items you do not wish to declare, you can dispose of them in quarantine bins in the airport terminal. Do not be afraid to ask airline staff if you have any questions. If you are carrying more than AUD\$10,000 in cash, you must also declare this on your Incoming Passenger Card. It is strongly recommended, however, that you do not carry large sums of cash but arrange for an electronic transfer of funds into your Australian bank account once it has been opened.

Entry into Australia

Keeping in Contact

It is important that before you leave home you provide your family, friends and education provider with details of your flights to Australia. It is also important that you tell them where you will be staying when you arrive. Do not change these details without informing them. Once you have arrived in Australia, you should then let your family and friends know that you have arrived safely. It is important to ALWAYS let someone know where you are and how to contact you by phone, email or post.

Australian Immigration

All travellers other than Australian and New Zealand citizens need to present the following documents to officers in immigration clearance.

- A valid passport or other acceptable travel document
- A valid visa or authority to enter Australia (including electronic visas)
- A completed and signed Incoming Passenger Card, including health and character declaration. See 'Passenger cards'.

When you first arrive in Australia you will be required to make your way through Australian Immigration (follow the signs for Arriving Passengers as you leave the plane). An Immigration Officer will ask to see your completed Incoming Passenger Card (given to you on the plane) along with your passport and student visa evidence. The Immigration Officer will check your documents and may ask you a few questions about your plans for your stay in Australia. Anyone who arrives without a valid travel document, visa or authority to enter Australia, may be refused entry to Australia or delayed until their identity and claims to enter Australia have been confirmed. After clearance, you will move to baggage claim (follow the signs) and collect your luggage. Check that nothing is missing or damaged. If something is missing or damaged go to the Baggage Counter and advise them of your problem. Staff at the Baggage Counter will help you to find your belongings or lodge a claim for damage.

Detector Dogs

You may see a quarantine detector dog at the baggage carousel or while waiting in line to pass through immigration, screening luggage for food, plant material or animal products. If you see a detector dog working close to you, please place your bags on the floor for inspection. These dogs are not dangerous to humans and are trained to detect odours. Sometimes a dog will sit next to your bag if it sniffs a target odour. Sometimes dogs will detect odours left from food you have had in the bag previously. A Quarantine Officer may ask about the contents of your bag and check you are not carrying items that present a quarantine risk to Australia.

Australian Customs and Quarantine

Once you have your luggage you will go through Customs. Be careful about what you bring into Australia. Some items you might bring from overseas can carry pests and diseases that Australia doesn't have. You must declare ALL food, meat, fruit, plants, seeds, wooden souvenirs, animal or plant materials or their derivatives. Australia has strict quarantine laws and tough on-the-spot fines. Every piece of luggage is now screened or X-rayed by quarantine officers, detector dog teams and X-ray machines.

If you fail to declare or dispose of any quarantine items, or make a false declaration, you will get caught. In addition to on-the-spot fines, you could be prosecuted and fined more than AUD\$60,000 and risk ten years in prison. All international mail is also screened. Some products may require treatment to make them safe. Items that are restricted because of the risk of pests and disease will be seized and destroyed by the Australian Quarantine and Inspection Service (AQIS). For more detailed information about bringing in food, animals, plants, animal or plant materials or their derivatives visit <http://www.agriculture.gov.au/travelling/bringing-mailing-goods>.

Arrivals Hall

You will be able to leave the restricted area and enter the Arrivals Hall once you have cleared Customs. Here you will find a number of retail and food outlets along with public telephones, an information booth and money exchange facilities. If you arrive on a weekend, you may like to exchange money here as most banks are not open on Saturdays and Sundays.

Accessing Money

You should read this section carefully and discuss the issues raised in this section with the bank or financial institution in your home country before you leave. All banks operate differently, and you should be aware of all fees, charges, ease of access to your funds and safety of the way in which you will access those funds.

How Much to Bring

You will need to make sure you have enough funds to support you when you first arrive – say AUD\$500 cash and/or an international credit card to cover any emergency costs on arrival.

Once you arrive you will be able to set up an Australian bank account. Traveller's cheques can be cashed at any bank or currency exchange in Australia. Please note that it is not safe to bring large sums of money with you! Lost credit cards or traveller's cheques can be replaced, but very few travel insurance companies will replace lost or stolen cash. Do not ask someone you have just met to handle your cash for you or to take your cash to make payments for you.

Currency Exchange

Only Australian currency can be used in Australia. If you have not brought some with you, you will need to exchange your local currency to Australian currency as soon as possible after arrival. You can do this at the airport. Once you have arrived in Sydney, you can also change money at any bank or currency exchange.

Electronic Transfer

You can transfer money into Australia by electronic telegraph or telegraphic transfer at any time. This is a fast option and will take approximately 48 hours, but the bank will charge a fee on every transaction.

ATMs

Automatic Teller Machines are located everywhere (including at the airport) and you can immediately withdraw cash from your international bank account at ATMs

displaying the Cirrus logo (if your ATM card has international access). Check this with your financial institution before leaving home.

Credit Cards

All major international credit cards are accepted in Australia but you must remember that repayments to many of these cards can only be made in the country where they were issued. Do not rely on being able to get a credit card once you arrive in Australia because this is very difficult due to credit rating and identification law.

Arriving in Australia

Students will be in the care of their parents or a suitably approved nominated blood relative.



- Call home
- Open Australian bank account and advise your family of these details
- Keep passport and travel documents in safe place
- Purchase personal items, Australian SIM card for mobile phone, advise family of this number
- Arrange appointment to visit Georges River Grammar
- Organise school uniforms
- Purchase text books and stationery
- Attend Student Orientation
- Advise health insurance company of address and obtain Health Care card
- Purchase personal items
- Get involved in student life, join student organisations, sporting teams, music classes and other activities

School life in Australia

Australian teachers use a range of strategies including group work, individual activities, lectures, quizzes, private research etc. Students learn to set personal goals and are encouraged to seek help from their teachers when required.

As an overseas student, you will be introduced and welcomed to the school.

This will help students and staff to recognise you, know your name and greet you. The overseas student is allocated a 'buddy' (friend) to make introductions and help you to become familiar with the school surrounds and rules. It is important to ask questions during this time. Australian students are then aware that you are on your own and include you in their friendships.

Remember that Australians generally love to have fun and will want to find out all about you. If you do have other overseas students as friends, be aware that overseas students are in Australia for different study programs and depart Australia at different times. It is important to make Australian friends to ensure ongoing friendships.

Most importantly, you are in Australia to improve your English as a second language, so it is not helpful to be talking to another student in your first language.

Kindergarten to Year 6 Orientation

Students entering Kindergarten and Primary School will be supported by the classroom teacher, specialist teachers and the Head of School as they transition into the classroom and school. The Orientation program will introduce students to the daily routine and to school and classroom expectations. The Orientation Program includes a unique component designed specifically to facilitate the needs of Overseas students and is coordinated by the specialist staff who understand and work closely with these students. As these children have multi-faceted transitional needs in that they may often be commencing their first year of school at an English-speaking school and are also from overseas, the activities are designed to create a sense for each child that they are special, are warmly welcomed and will be safe and well cared for at the School. During Orientation all students will be issued with an Emergency Card.

Year 7 to 12 Orientation

Students in Years 7 to 12 will attend, along with other new students, one of the Secondary Year Level Orientation Programs conducted prior to the commencement of the school year. In addition, Overseas Students will have a separate orientation program. Overseas students who enrol mid-year or during a term will participate in an orientation program organised by the relevant Head of School. This will include introductions from specialist staff, including the Careers Advisor, Director of Student Wellbeing and Head of Learning Support. Your child will also be allocated a peer buddy.

Subject selection

There is a wide range of subjects from which to choose and almost any combination of subject selection is available to enable learning towards a chosen career path. You will choose your subjects and be given your class timetable and book list.

School structure

Students attend classes from approximately 8.25am until 3.30pm, Monday to Friday. Light snacks are eaten at morning tea; lunch is usually a little more substantial. While in Australia your social life will be based around your school community. Students may be involved in sporting activities and this is a great way to meet new people and make friends. Music, Debating, Sport and Drama are just a few of the co-curricular activities in which you can participate.

Studying

You may find studying in Australia differs greatly from your school in your home country. All schools offer help with studying, which assists you to find the best way to study successfully. A good study planner will help you organise your time. Ask your teachers if you need help in setting up a personal study plan. A well-organised study plan will assist you to complete assignments on time. Report cards in Australia show your achievement results in each subject and information about your effort, behaviour and attendance. Reports are usually issued twice a year.

School Assignments

These are a regular activity at school in Australia. They are like "mini projects" that require research and writing about your findings in almost any topic the teacher selects in the various subjects. Thinking and analytical skills are key components of student learning. Some assignments can be completed as group activities (in a team), but usually on an individual basis.

Read very carefully and follow very closely ALL instructions for ALL assignments.

Remember that in most subjects a portion of your overall result will depend on how successfully you complete your assignments. Read and make sure you understand the instruction sheets

that you will be given for each assignment. Sometimes you may be expected to hand in several assignments in one week. For this reason, it is necessary to plan your time well. You will need to work on each assignment in advance, possibly four to five weeks before it is due, so that you are not pressured with too much work on the night before an assignment is due.

Ask your teacher for feedback on your written drafts as you work through the assignment, so that they can assist or direct you, if required. Do not waste valuable time and energy doing something that the teachers do not want. Let your teachers see your effort. You will be rewarded for it.

It is also important for you to understand that assignments **MUST** be handed in on, or before, but never after, the date due. Your work will usually not be accepted for assessment if it is late unless you are ill and can produce a medical certificate or some other legitimate reason. Do not be afraid to ask each of your subject teachers to help you as you work through your assignments. They will want to help you achieve the best results. Pay attention in class to what the teacher is saying. Most teachers will be happy for you to ask questions in class or after class if you do not understand.

Behaviour

Some types of behaviour and actions are not acceptable and could lead to student discipline. These may include bad language, truancy and other inappropriate behaviour. Some behaviour may result in a student being expelled from school or possibly being asked to return to their homeland.

Friendships

Australian teenagers usually have a large group of friends, both boys and girls. You may find that there are different friendship circles at school, depending on what people like to do when they get together. Australian students may also have more than one group of friends. They may have one group of friends in school and another group they have met through a club or youth group. After school, students usually go straight home. They might have a snack, watch some television, do some homework and have dinner. Often there can be School sport training or other activities where students remain at school. Try and plan something other than homework – you might join a local club or sports centre or try some cooking or listen to your favourite music.

Family Visits

School staff are to be advised when parents and family members wish to visit the School. If your parents wish to take you out of school while they are here, it is important that the School is advised so that permission can be received for you to be absent from your study program. It is an Australian Government requirement that your visa conditions are not altered without notification to the correct authorities.

Health cover

Emergency Translation

For translation service in an emergency situation, dial 13 14 50.

Overseas Student Health Cover (OSHC) is insurance that provides cover for the costs of medical and hospital care which overseas students may need while in Australia and is mandatory for overseas student visa holders. OSHC will also cover the cost of emergency ambulance transport and most prescription drugs.

How do get OSHC?

You need to complete an Application for OSHC which is available from registered OSHC providers and most educational institutions. Your local education adviser can lodge your OSHC form and payment when processing your enrolment to study in Australia.

Only Australian health funds that have signed an agreement with the Australian Government can provide OSHC. You may choose to change your health fund at any time, but will need to abide by the conditions of change of the health fund provider you are leaving.

Students may also take out additional cover in the form of Extra OSHC, and students who could not previously access OSHC may now be able to access Optional OSHC. Some students may be exempt from enrolling in the OSHC such as students from countries whose governments may have Reciprocal Health Agreements for students in Australia. Note: only some reciprocal health agreements cover students in Australia; some will only cover visitors. You should determine if you are eligible before you apply for your visa to come to Australia.

Further information on OSHC can be found here: <https://www.privatehealth.gov.au/health/insurance/overseas/oshc.htm>

What am I covered for?

OSHC provides a safety net for medical expenses for overseas students, similar to that provided to Australians through Medicare. Additionally, OSHC includes access to some private hospitals and day surgeries, ambulance cover and benefits for pharmaceuticals.

How do I use my OSHC card?

If you need to visit a doctor or medical centre, show your card at the end of the visit. You will be charged the doctor's fee and the government fee component of that may be processed by the medical centre. If the medical centre is not able to process the government fee, pay the total amount, keep the receipt and you can claim the government fee back from your OSHC provider.

How do I make a claim?

Claims are made online via your chosen health cover provider.

Renewal information

To renew your Overseas Student Health Cover (OSHC) you will need to telephone your health cover provider.

Visiting a Doctor

In Australia you do not have to go to a hospital to see a doctor. You can see a doctor (also known as a GP – General Practitioner) in their private practice or medical centre, with part or the entire doctor's fee being covered by OSHC. You must make an appointment to see a GP. It is important to note that some GP surgeries will request full payment from you at the time of consultation and you will need to present the receipt to claim the rebate back from your health cover provider.

Laws and safety in Australia

Obeying the Law – One of the reasons we have such a wonderful lifestyle in Australia is due to our representative democracy, the separation of powers, and our respect for the law. We have a lot of laws in Australia and, as a result, society runs smoothly.

In being granted a visa to study in Australia, you signed a document (Australian Values Statement Temporary) agreeing to respect Australian values and obey the laws of Australia for the duration of your stay. Failure to comply with the laws of this land (including State and Territory laws) could result in a fine or the cancellation of your visa and possible deportation. If you are convicted of a serious crime, it could result in imprisonment. You can find a comprehensive outline of Australian law and the legal system at www.australia.gov.au

Internet

The internet has now become an essential business, social, entertainment and educational resource for most Australians. The increasing level of economic transactions on the internet is making it the focus of criminal activities. It is important that internet users protect themselves from falling prey to these activities. The following tips list some simple precautions you can take to minimise the chances of becoming a victim of online criminals.

1. Install anti-virus and other security software, such as anti-spyware and anti-spam software. Use and update this software regularly.
2. Use a firewall and make sure it is turned on. Firewalls help prevent unauthorised access to, and communications from, your computer.
3. Delete suspect emails immediately. Don't open these emails.
4. Do not click on links in suspect emails. Visiting websites through clicking on links in suspect emails may result in malware (malicious software), such as a 'trojan', being downloaded to your computer. This is a commonly used and effective means of compromising your computer.
5. Only open an attachment to an email where the sender and the contents of the attachment are known to you.
6. Don't download files or applications from suspect websites. The file or application could be malware. Sometimes the malware may even be falsely represented as e-security software designed to protect you.
7. Use long and random passwords for any application that provides access to your personal identity information, including logging onto your computer. Don't use dictionary words as a password. Ideally, the password should be eight or more characters in length. Change passwords regularly.
8. Lock your screen whenever you move away from your computer.

Source: Australian Communications and Media Authority