Welcome to La Trobe University

Bendigo is a wonderful place to live, and our Bendigo Campus is a great place to study. During Orientation, you’ll do lots of fun things and make heaps of new friends!

You’ll find your Orientation calendar on pages six to ten of this guide. We hope you enjoy the great array of activities we have planned to warmly welcome you to La Trobe.

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Registration and enrolment

BENDIGO CAMPUS

1 Register with La Trobe International

As a new student, you need to register your arrival with La Trobe International (LTI).

Thursday 16th February
10 am–3 pm
La Trobe International Education Building
Level 2
Room 2.14

Make sure you bring your passport and your student visa, or if you applied online, your e-visa notification. Your original passport must be presented at registration.

A staff member will guide you through activating your student account and creating your password. However, your fees need to be paid in full to activate your account.

If you can’t arrive in time for the above date, your first step is to visit the La Trobe International office, located in the Engineering Building. Here you’ll be given information on how to register and enrol in your subjects.

2 Attend your Orientation information session

Once you’ve registered, take note of the details of your enrolment session and relevant Orientation sessions. See pages 2–3 for further details.

3 Print out your course information

For full-degree students, it’s important you understand your course and available subjects before attending your course expectations session. Visit the University Handbook to find out more: latrobe.edu.au/handbook

4 Create your preliminary personal study timetable

This is compulsory for Study Abroad and Exchange students. For help and information on timetabling sessions and timetable helpers see page 4.

5 Attend your course expectations session and enrol in your subjects

When you enrol, you’re required to bring the enrolment checklist you received at registration, your My Life at La Trobe guide and your preliminary course timetable (compulsory for Study Abroad and Exchange students).

6 Have your photo taken during your enrolment session and collect your student identification card

Congratulations! You’re now enrolled.

This enrolment process is part of the compulsory Orientation program. Make sure you attend important information sessions and activities to help you settle into life and study at La Trobe University.
When and where to enrol

Enrolment for all international students, including Study Abroad and Exchange, is on Friday 17 February 2017.

Session 1 is 10 am–12 pm, and Session 2 is 2 pm–4 pm.

Please go to La Trobe International – Education Building, level 2 for more information.

Free wireless internet
Throughout Orientation, you can access free wireless on campus by logging in with these details:
Username: oweek@ltu.edu.au
Password: Welcome17

<table>
<thead>
<tr>
<th>Date</th>
<th>Course enrolment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday 20 February 2017</td>
<td>International students only</td>
</tr>
<tr>
<td>Tuesday 21 February 2017</td>
<td>All students including international</td>
</tr>
<tr>
<td>Wednesday 22 February 2017</td>
<td>All students including international</td>
</tr>
<tr>
<td>Thursday 23 February 2017</td>
<td>All students including international</td>
</tr>
</tbody>
</table>

Postgraduate research students
Postgraduate research students will need to visit La Trobe International, Education Building, level 2 to register and enrol.
You are also encouraged to attend activities during Orientation to help you settle into life and study at La Trobe University.

Conditional offers
If you’ve received a conditional offer, please provide the relevant documentation (as listed on your Letter of Offer) to the La Trobe International admissions staff.
Alternatively, email your documents to intapplication@latrobe.edu.au
We’ll then email your unconditional offer and instructions on accepting your offer. While you’re waiting to receive your unconditional offer, ensure you still attend Orientation.
Library orientation sessions

Library tour and 101 classes
The library will be offering a 10-minute library tour and a 20-minute Library 101 class during Orientation. The 101 class gives an overview on navigating your way through the library website, and getting started in using the library. You don’t need to book your session, just come to the library prior to one of the times below.

Tuesday 21 February
2 pm, 3 pm, 4 pm

Wednesday 22 February
2 pm, 3 pm, 4 pm

Thursday 23 February
2 pm, 3 pm, 4 pm

Library starter classes
Semester 1, weeks 1–3
Learn how to find items on your reading list and recognise the difference between references for books, book chapters and journal articles. You’ll also get tips on why and when you need to cite/reference your work, and be introduced to online referencing tools. This session is aimed at new undergraduates, but all students are welcome. To make a booking, please visit the link below:
lib.latrobe.edu.au/training/program/1819/bendigo

Library starter classes
Semester 1, weeks 1–3
Learn how to find items on your reading list and recognise the difference between references for books, book chapters and journal articles. You’ll also get tips on why and when you need to cite/reference your work, and be introduced to online referencing tools. This session is aimed at new undergraduates, but all students are welcome. To make a booking, please visit the link below:
lib.latrobe.edu.au/training/program/1819/bendigo

General Bendigo library information
La Trobe University Library is a leading academic library operating as one service across all campuses. The Heyward Library at the Bendigo Campus provides substantial collections, facilities and services to support coursework and research. A large and growing proportion of the Library’s scholarly information resources are available in digital form and can be accessed by all students and staff, regardless of location. More information regarding library services can be found at: latrobe.edu.au/library

Opening hours
Monday–Thursday
8.30 am–12.00 am
Friday
8.30 am–7.00 pm
Saturday–Sunday
9.30 am–5.00 pm

Service desk hours
(hours the library is staffed)
Monday–Friday
8.30 am–7.00 pm
Saturday–Sunday
1.00 pm–5.00 pm

Bendigo help desk
T 03 5444 7453

Have you got your USB drive?
If not, please go to La Trobe International, Education Building, level 2, for more information.
Check the Handbook to find out your course requirements (Study Abroad and Exchange students will find a list of approved subjects in their Letter of Offer and can skip to Step 2). The Handbook has individual subject information, such as class requirements, which you can access by clicking on a subject code: latrobe.edu.au/handbook

Class requirements are listed at the end of each subject entry and include such information as the weekly contact hours for your subjects and tutorials.

Search for your subjects by subject code on the Allocate Plus timetable: latrobe.edu.au/students/timetables

Click on the link that says ‘public timetable’.

View subject information and class requirements through Allocate Plus by clicking the blue ‘information’ button next to the subject code.

Once you have searched for a subject code, match the class requirements to the list.

Write the subject code and type of class requirement (e.g. lecture) in the grid above.

Check if any classes overlap, and if they do, check the timetable to see if there are any alternative times for that subject requirement (all alternative times will be displayed in the timetable grid).

Need help with your timetable?

If you need help creating your personal study timetable, please speak to one of our International Student Hosts or La Trobe International staff.
### Monday 20 February

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 AM</td>
<td><strong>BENDIGO STUDENT ASSOCIATION (BSA) FREE TOASTED SANDWICHES</strong></td>
</tr>
<tr>
<td></td>
<td>Student Union Floor</td>
</tr>
<tr>
<td>9</td>
<td><strong>ASK A CONNECT VOLUNTEER</strong></td>
</tr>
<tr>
<td></td>
<td>Still have questions about timetabling, accessing your emails, LMS or</td>
</tr>
<tr>
<td></td>
<td>tutorial sign-up?</td>
</tr>
<tr>
<td></td>
<td>Don’t panic.</td>
</tr>
<tr>
<td></td>
<td>Connect Volunteers are available all day to help you navigate the</td>
</tr>
<tr>
<td></td>
<td>University systems.</td>
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<td></td>
<td>They’ll be wearing their Connect Mentor T-shirts during Orientation</td>
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<tr>
<td></td>
<td>as well as the first few weeks of the semester so you can ask</td>
</tr>
<tr>
<td></td>
<td>questions at any time.</td>
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<tr>
<td>10</td>
<td><strong>INTERNATIONAL STUDENT ORIENTATION</strong></td>
</tr>
<tr>
<td></td>
<td>Health Sciences Building</td>
</tr>
<tr>
<td></td>
<td>Rooms HHS 327 and 328</td>
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<tr>
<td>11</td>
<td><strong>NEED TO KNOW SESSION</strong></td>
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<tr>
<td></td>
<td>Essential information about being an international student, services</td>
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<tr>
<td></td>
<td>on campus and your student visa.</td>
</tr>
<tr>
<td>12 PM</td>
<td><strong>MORNING TEA</strong></td>
</tr>
<tr>
<td></td>
<td>Morning tea with Student Support Services and Student Engagement.</td>
</tr>
<tr>
<td>1</td>
<td><strong>KEEPING YOURSELF SAFE</strong></td>
</tr>
<tr>
<td></td>
<td>Meet a local police officer to learn about safety in Bendigo and on</td>
</tr>
<tr>
<td></td>
<td>campus.</td>
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<tr>
<td>1</td>
<td><strong>WELCOME LUNCH</strong></td>
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<tr>
<td></td>
<td>Enjoy a delicious lunch with current international students and hear</td>
</tr>
<tr>
<td></td>
<td>about their experience in Bendigo.</td>
</tr>
<tr>
<td>2</td>
<td><strong>ACADEMIC LANGUAGE AND LEARNING PREPARATION</strong></td>
</tr>
<tr>
<td>3</td>
<td><strong>INDIGENOUS AUSTRALIAN INFORMATION AND CULTURAL ACTIVITIES</strong></td>
</tr>
<tr>
<td>4</td>
<td><strong>CITY TREASURE HUNT</strong></td>
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<tr>
<td></td>
<td>Explore Bendigo CBD in small groups. Get to know main streets and</td>
</tr>
<tr>
<td></td>
<td>landmarks while making friends and trying to win prizes.</td>
</tr>
<tr>
<td>5</td>
<td><strong>BSA MOVIE NIGHT (8.30 PM–LATE)</strong></td>
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<td></td>
<td>Sports Field</td>
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</tbody>
</table>

For your enrolment checklist, please visit: latrobe.edu.au/students/enrolment/international-enrol/regional-campuses
### TUESDAY 21 FEBRUARY

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 AM</td>
<td>BSA BREAKFAST</td>
<td>Student Union Floor</td>
</tr>
<tr>
<td>9</td>
<td>BSA MARKET DAY</td>
<td>Sports Field</td>
</tr>
<tr>
<td>10</td>
<td>CITY OF GREATER BENDIGO CIVIC WELCOME</td>
<td>Student Union Floor</td>
</tr>
<tr>
<td>11</td>
<td>BSA MARKET DAY</td>
<td>Sports Field</td>
</tr>
<tr>
<td>12 PM</td>
<td>LA TROBE UNIVERSITY WELCOME LUNCH</td>
<td>Sports Field</td>
</tr>
<tr>
<td>1</td>
<td>APPLYING FOR SCHOLARSHIPS, BURSARIES OR AWARDS</td>
<td>Circular Lecture Theatre</td>
</tr>
<tr>
<td>2</td>
<td>HOW TO UNI: TIPS AND TRICKS TO MAKE UNI EASIER</td>
<td>Circular Lecture Theatre</td>
</tr>
<tr>
<td>3</td>
<td>LIBRARY 101 CLASS AND TOUR</td>
<td>Library</td>
</tr>
<tr>
<td>4</td>
<td>ASSIGNMENTS, WRITING AND REFERENCING</td>
<td>McKay Lecture Theatre</td>
</tr>
<tr>
<td>5</td>
<td>LIBRARY 101 CLASS AND TOUR</td>
<td>Library</td>
</tr>
<tr>
<td></td>
<td>BSA PROGRESSIVE DINNER (5.30 PM–9.00 PM)</td>
<td>Sports Field</td>
</tr>
<tr>
<td></td>
<td>BSA LAUNCH PARTY (6.30 PM–11.00 PM)</td>
<td>Sports Field</td>
</tr>
<tr>
<td></td>
<td>MEET CONNECT VOLUNTEERS AND FIND YOUR WAY AROUND CAMPUS</td>
<td>Student Union Floor</td>
</tr>
<tr>
<td></td>
<td>ASK A CONNECT VOLUNTEER</td>
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</tbody>
</table>

For further information on the sessions, including times and locations, please visit: [latrobe.edu.au/students/new-students/orientation](latrobe.edu.au/students/new-students/orientation)

Still have questions about timetabling, accessing your emails, LMS or tutorial sign-up? Don’t panic. Connect Volunteers are available all day to help you navigate the University systems. They’ll be wearing their Connect Mentor T-shirts during Orientation as well as the first few weeks of the semester so you can ask questions at any time.
WEDNESDAY
22 FEBRUARY

For your enrolment checklist, please visit: latrobe.edu.au/students/enrolment/international-enrol/regional-campuses

8 AM

BSA AND STUDENT WELLBEING BREAKFAST
Student Union Floor

10 AM

COLLEGE/SCHOOL MEET AND GREET
Check online planner for location: latrobe.edu.au/students/new-students/orientation/orientation-planner

GETTING READY TO STUDY (COURSE INFORMATION SESSIONS)
Check online planner for location: latrobe.edu.au/students/new-students/orientation/orientation-planner

12 PM

BSA FREE LUNCH
Student Union Floor

1 PM

APPLYING FOR SCHOLARSHIPS, BURSARIES OR AWARDS
Circular Lecture Theatre

HOW TO UNI: TIPS AND TRICKS TO MAKE UNI EASIER
Circular Lecture Theatre

LEARNING IN THE DIGITAL AGE
EDU239-ELT

STUDENT SUPPORT SERVICES INFORMATION SESSION
Circular Lecture Theatre

LIBRARY 101 CLASS AND TOUR
Library

IT MASTERCLASS
BUS 153/154 PC Lab

ASSIGNMENTS, WRITING AND REFERENCING
EDU239-ELT

2 PM

LGBTIQ+ AND ALLY STUDENT WELCOME
Student Union Floor

LIBRARY 101 CLASS AND TOUR
Library

NURSING ESSENTIALS: PLACEMENTS
McKay Lecture Theatre

NURSING ESSENTIALS: GETTING STARTED ON PEBBLE PAD
ED 2.21

3 PM

LIBRARY 101 CLASS AND TOUR
Library

LIBRARY 101 CLASS AND TOUR
Library

4 PM

LIBRARY 101 CLASS AND TOUR
Library

IT MASTERCLASS
BUS 153/154 PC Lab

POSTGRADUATE AND MATURE-AGE INFORMATION SESSION
Student Union Floor

5 PM

BSA PIZZA DINNER (6.00 PM–7.00 PM)
TBA

BSA STEPHEN SPELLMASTER’S HYPNOSIS SHOW (7.00 PM–9.30 PM)
Watch Stephen Spellmaster make students do outrageously funny things under hypnosis.
All-ages event.
Sports Field
For further information on the sessions, including times and locations, please visit: latrobe.edu.au/students/new-students/orientation

**BSA AND STUDENT WELLBEING BREAKFAST**
Student Union Floor

**POSTGRADUATE AND MATURE-AGE info session**
Student Union Floor

**INTERFAITH BLESSING AND MORNING TEA**
Circular Lecture Theatre

**BSA FREE LUNCH**
Student Union Floor

**LIBRARY 101 CLASS AND TOUR**
Library

**LEARNING IN THE DIGITAL AGE**
McKay Lecture Theatre

**ASSIGNMENTS, WRITING AND REFERENCING**
McKay Lecture Theatre

**IT MASTERCLASS**
BUS 153/154 PC Lab

**LIBRARY 101 CLASS AND TOUR**
Library

**APPLYING FOR SCHOLARSHIPS, BURSARIES OR AWARDS**
Circular Lecture Theatre

**STUDENT SUPPORT SERVICES INFORMATION SESSION**
Circular Lecture Theatre

**IT MASTERCLASS**
BUS 153/154 PC Lab

**LIBRARY 101 CLASS AND TOUR**
Library

**BSA GAME OF ZONES (5.30 PM–9.00 PM)**
Laser tag, roller blading, mini golf and more.
All-ages event.
Student Union Floor

**BSA MYSTERY BUS TOUR (5.30 PM–LATE)**
Pick a theme, dress up and jump on a bus with 50 other students to visit a selection of hotels for a few drinks. All groups meet at a nightclub for the after party.
18+ licensed event.
Sports Field
FRIDAY
24 FEBRUARY

For your enrolment checklist, please visit: latrobe.edu.au/students/enrolment/international-enrol/regional-campuses

‘Attending the International Students Welcome Festival and University Orientation was really helpful. Arriving here for the first time, many things are new and it can feel overwhelming.

The Orientation events helped me to find other students who feel the same, and I made friends easily.

Information provided during those events was streamlined and really helpful.

With the right information, and good friends, adjusting to a new place was easy.

I recommend all students, especially International Students, attend Orientation and the Welcome Festival.

It will turn out to be both useful and fun.’

Rushabh Shethia
Bachelor of Information Technology
Student from India, Bendigo Campus

<table>
<thead>
<tr>
<th>12 PM</th>
<th>BSA SPORTS JAM</th>
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<tbody>
<tr>
<td>1</td>
<td></td>
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<tr>
<td>2</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>BSA POOL PARTY</td>
</tr>
<tr>
<td>4</td>
<td>Free entry to pool including pizza, soft drinks and DJ music. All-ages event. Brennan Park Pool</td>
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<td>5</td>
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<tr>
<td>6</td>
<td></td>
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<td>7</td>
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</tbody>
</table>

For your enrolment checklist, please visit: latrobe.edu.au/students/enrolment/international-enrol/regional-campuses
Your support network

Don’t worry if you’ve missed some of our information sessions – you’ll find a few alternatives on this page. We’re here to help.

International Student Services (ISS)
Throughout your time at La Trobe, you’re always welcome to seek advice, information and support from the International Student Services (ISS) team.

They can help you with academic, social, financial and cultural issues during your studies. It’s important to seek help early if you experience any kind of difficulty.

The ISS team also run many social events and programs where you can make new friends with Australian students and other international students.

To enhance your experience in Australia, the University also provides many opportunities for you to actively engage in various cultural groups and local communities.

For a comprehensive support guide, see the My Life at La Trobe Guide: latrobe.edu.au/students/international/support/publications

Education Building, level 2, room 2.14
T 03 5444 7286
T 1800 758 360 (after hours)
E studentsupport@latrobe.edu.au
latrobe.edu.au/international

Learning Management System (LMS)
The University uses an online teaching tool called the Learning Management System (LMS) for all subjects.

International students are automatically enrolled in an International Student Services subject via LMS. This subject provides essential information relating directly to your study experience. You can participate in weekly online activities, enter competitions and chat with staff and students in the forums.

Study Abroad and Exchange students
Students at the Bendigo Campus can drop by to speak to staff at La Trobe International’s Bendigo Office.

It’s also the perfect place to meet other Study Abroad and Exchange students.
Monday to Friday 9 am–5 pm

Disability support
If you have a disability, contact Equity and Diversity who’ll assess your needs and provide support so you can participate to the best of your ability.
T 03 5444 7223
E EqualityBendigo@latrobe.edu.au
latrobe.edu.au/students/wellbeing/studying-with-a-disability

Counselling Service
For confidential personal counselling, contact the Counselling Service.
T 03 5444 7223
E studentservicesbendigo@latrobe.edu.au
latrobe.edu.au/students/wellbeing

Become a successful learner
For support in developing your academic skills, view the learning resources on the Student Learning website.
latrobe.edu.au/learning

Library
We strongly encourage you to take a tour of the Library. The tour will provide you with an insight into the services the Library provides, its facilities, and how it can make your academic learning at university a little easier.
lib.latrobe.edu.au/training/program/1819/bendigo

Ask La Trobe
Find out more about enrolment, fees, student ID, travel concession forms and other administrative matters by visiting the Ask La Trobe webpage or contacting the Help Zone on the first floor of the Library.
T 1300 La Trobe (1300 528 7623)
latrobe.edu.au/ask-us

Childcare
Visit the website below for a list of childcare centres in Bendigo.
bendigo.vic.gov.au

Get the most out of university

UniMates – International Friendship Program
UniMates brings international and Australian students together for regular social and cultural activities in Bendigo. It’s your chance to get to know other students while having fun.
E b.al-darkazy@latrobe.edu.au

Clubs and societies
Find out more about the many student clubs and societies you can join and make new local and international friends!
bsabendigo.com.au

Get involved
Enhance your skills and make friends for life through leadership, mentoring and volunteering.
latrobe.edu.au/wildlife/get-involved

Student Union
Get involved with the peak representative body for students, and access a range of support services including Student Advocates and the Student Lawyer.
bsabendigo.com.au

Sport
For recreation and fitness, visit Feelgood Fitness.
feelgoodfitness.com.au
View answers to frequently asked questions online or contact the Ask La Trobe Help Zone below for advice about your course, subject selection or any other questions about your academic program.

latrobe.edu.au/ask-us

**T** 1300 La Trobe (1300 528 7623)

**Ask La Trobe Help Zone**
Ground floor, Library (Map: G8)

**La Trobe International Student Services**
La Trobe International is a place where international students are always welcome to seek advice, information and support on personal and visa issues.

Level 3, Sylvia Walton Building (SWB) (Map: H7)

**T** 03 9479 1199

**T** 1800 758 360 (after hours assistance)

**E** studentsupport@latrobe.edu.au

latrobe.edu.au/international

latrobe.edu.au/study/international

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latrobetimes.blogs.latrobe.edu.au

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Facebook
facebook.com/latrobe

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weibo.com/latrobeuniaus

SnapChat
'latrobeuni'

Twitter
twitter.com/latrobe

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MELBOURNE | SYDNEY | BENDIGO | ALBURY-WODONGA | SHEPPARTON | MILDURA