



Department of International Studies

# Short term language programs Summer Vacation 2012



Anita Chang  
Short term program at BLCU, China

Language	Program	Institution	Expected Students	Language Level
Spanish	Spanish Short Term Program	Universidad de Alcala, Madrid, Spain	10	Intermediate and Advanced
Greek	Modern Greek Language and Culture	University of Athens, Athens, Greece.	10	Advanced Beginners, Intermediate and Advanced
Chinese	Chinese Language Short Term Program	Beijing Language and Culture University, Beijing, China	10	Advanced Beginners, Intermediate and Advanced
Spanish/English	Latin American Studies program	Universidad de La Sabana, Bogota, Colombia	10	Course taught in English + 24h Spanish Language
French	French Language Short term Program	Lausanne University, Lausanne, Switzerland	25	Intermediate and Advanced Level
French	French Language Short term Program	EM Strasbourg	10	Advanced Beginners
Spanish	Intensive Spanish Summer Program	Universidad ORT, Montevideo, Uruguay	20	Advanced Beginners and Advanced
Japanese	Japanese Short Term Language Program	Tokyo Metropolitan University, Tokyo, Japan.	15	Intermediate

## Student profile

The short term programs are primarily for students undertaking a study program with a language major at Macquarie University (BA/BIntStud/Dipl.Lang.). Only in exceptional circumstances, students from other faculties who have been studying a language at Macquarie will be permitted to participate, provided the credit they gain from the program can be applied to their degree.

## How do I enroll in a short term residential language unit?

After you are accepted into the short term language program, a waiver will be entered and you will be able to enroll in the short term residential unit. You will receive an email confirming your acceptance.

You must enroll yourself into the unit via E-Student before the census date.

You can not enroll yourself until you have been accepted onto the program and a waiver entered for you.

## Short intensive residential language units:

Language	Beginners	Intermediate	Advanced
Japanese		JPS 230: Japanese In-Country Program	
Spanish	SPN 120: Introductory Spanish Residential Short Unit	SPN 220: Intermediate Spanish Residential Short Unit	SPN 320: Advanced Spanish Residential Short Unit
French	FRN 131: Introductory French Residential Short Unit	FRN 231: Intermediate French Residential Short Unit	FRN 331: Advanced French Residential Short Unit
Greek	MGK 130: Introductory Residential Short Unit	MGK 230 - Intermediate Residential Short Unit	MGK 330 - Advanced Residential Short Unit
Chinese	CHN 165: Introductory Residential Short Unit	CHN 265- Intermediate Residential Short Unit	CHN 365- Advanced Residential Short Unit
Spanish/English	INTS103: In-Country Cultural Studies		



Rachel Mumford, short program at La Sabana University, Colombia

## Mobility Scholarships

Mobility Scholarships from Macquarie International are intended to assist students in participating in student mobility programs. While the grants will assist in meeting program expenses, they are not intended to cover all costs and cannot be processed on demand. Grants are processed after the pre-departure session, and so applicants may need to be able to meet the costs of the program independently of the travel grant, where a grant cannot be processed in time for travel.

- Eligible students participating in the program will receive a Macquarie mobility scholarship.
- You do NOT need to apply for the scholarship separately. Those accepted into the program will be assessed automatically.

## OS - Help

In the event that you should require additional financial assistance, the Department of Education, Employment and Workplace Relations (DEEWR) has announced the provision of loans to assist Australian students undertake some of their study towards their undergraduate degree overseas. The scheme is known as OS-HELP.

See further information on this link

[http://www.international.mq.edu.au/goingabroad/process/accepted\\_exchange](http://www.international.mq.edu.au/goingabroad/process/accepted_exchange)

## How will I get my grades transferred after completing my exchange semester?

On completion of the short term program, students are required to obtain an official certificate from the host university and submit it directly to the Outbound Programs Adviser, Carolina Rodriguez, for grades to be transferred. The results will be recorded as "satisfactory" or "fail" and, provided you pass, will not affect your GPA.

## Study Abroad Enquiries

Carolina Rodriguez  
Outbound Program Adviser  
Macquarie International

Contact hours:

Office W6A, 212

Mon, Tue, and Thurs (From 10 a.m. to 12 p.m. and from 2 p.m. to 4 p.m.)

Ph: +61 2 9850 6454/ 7033

Fax: +61 2 9850 7733

## Who is eligible to apply for short term language courses?

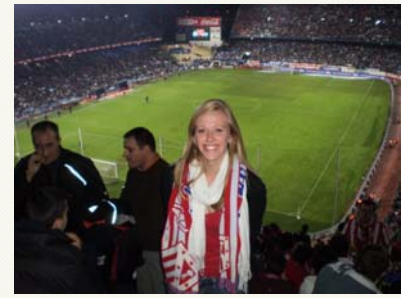
- ☑ Students must be enrolled in a relevant Macquarie University degree award program at the time of application and also at the time of travel
- ☑ Students must have a satisfactory level of academic achievement with an expected Macquarie University GPA of a 2.5 or higher. In exceptional circumstances, students with a GPA of 2.0 - 2.5 may be considered for short term programs only on the advice of the Head of The Department of International Studies. Students should in the first instance contact Carolina Rodriguez [carolina.rodriguez@mq.edu.au](mailto:carolina.rodriguez@mq.edu.au) to outline their case for consideration.
- ☑ Students must receive credit points towards their MQ degree for their participation in this program
- ☑ Priority will be given to students that are currently enrolled in a degree with a language major at Macquarie University
- ☑ Students' eligibility will be assessed according to the guidelines in the Student Mobility Policy. [http://www.international.mq.edu.au/goingabroad/important/student\\_exchange](http://www.international.mq.edu.au/goingabroad/important/student_exchange)
- ☑ Students will be selected to participate in the program based on academic merit, references and personal statement.
- ☑ Students enrolled in a Certificate in Languages only are not eligible for travel grants.
- ☑ Students enrolled in non award programs are not eligible to participate in the short term programs

*Language students in their first year may participate in an in-country unit without having fulfilled the 18cp requirement on the following conditions:*

- ☑ They are enrolled in a Bachelor degree program at Macquarie
- ☑ They are enrolled in both Semester 1 and Semester 2 units for their chosen language
- ☑ They obtain a recommendation from the Department of International Studies
- ☑ The short program they are participating in is one that has been specifically designed for students going between 1st and 2nd semester language units
- ☑ The program offered is specifically established for a group of students that do not comply with the regular policy. If this is the case, it will be clearly advised in documentation about the program.

## What are my next steps?

- ☑ Check the list of short term programs available for the summer vacation at <http://www.international.mq.edu.au/goingabroad/shortterm>
- ☑ Read the short term language program document
- ☑ Attend an information session
- ☑ Apply to the Student Short term program
- ☑ Application is reviewed for acceptance by the Macquarie University Student Exchange Program Committee; you will be emailed with the outcome of your application within four weeks of the closing date.
- ☑ Attend the compulsory Getting Started Session, receive your Acceptance Pack



Laura Hibbert,  
Short term program at Alcalá University, Spain

## Costs

- ⇒ \$110 application fee for short term programs
- ⇒ Logistics fee, which generally includes accommodation and cultural activities
- ⇒ Cost of enrolment at Macquarie: each student is required to enroll in, and pay for, the associated unit with this course, e.g., 3cp of FRN 131

## Application Fee

Students applying for short term exchange programs will be required to pay an Application Fee of AU\$110.

Students who have their applications rejected or who are accepted but then withdraw from the program will forfeit their fee - unless documented 'sufficient reason' is provided.

No application will be considered unless the application fee has been paid.

For more on this fee please visit

[www.international.mq.edu.au/enhance/short\\_term/costs](http://www.international.mq.edu.au/enhance/short_term/costs)

## Logistics Fee

Most programs have a 'Logistics Fee'. This is to be paid to Macquarie by students after they are accepted into the program.

The Logistics Fee is a packaged price that will include various things – often accommodation, transport, meals, etc. Each program will have different inclusions in the logistics fee, so students should carefully check the relevant program outline for their desired program to see what is included in the fee.

The Logistics Fee does not include the cost of enrolment in a Macquarie unit, which attracts standard tuition fees. It is not possible to defer your Logistics payment on HECS.

In some cases, students will pay for accommodation or other fees directly to the host university instead of Macquarie.

Students will be informed of relevant payment procedures upon acceptance into the program.

For more information please visit

<http://www.international.mq.edu.au/goingabroad/shortterm>

## How to Pay Relevant Fees

Application Fees and Logistics Fees can be paid in two ways:

### In person:

EFTPOS and Credit Card payments can be made, in person, at the MiShop on level 1 of building E3A.

### Online:

Go to <http://www.international.mq.edu.au/mishop>

Select 'Products' from the top menu and then 'Events for Exchange students' on the left-hand menu. Then, select the *International Exchange Program Application Fee* and add it to your cart to pay online.

## Enrolment at Macquarie

Each student participating in a short term exchange program will be enrolled in a unit at Macquarie. This cost of enrolment is not included in the Logistics Fee listed above.

Enrolment at Macquarie for a short term exchange program attracts the same rate of tuition as being enrolled in a normal Macquarie unit. For example, if you are enrolled in a 100 level, 3cp French unit for your short-term program, the cost of enrolment will be the same as enrolling in a normal 100 level 3cp FRN unit taught on campus.

Commonwealth Supported Students are able to defer their payments as normal, or receive a discount for paying up front. Full fee paying students must pay their full tuition fee by the deadline specified on their e-student account.

## Enrolment Fees payable to Macquarie

Students will be enrolled in a unit at Macquarie for their short term exchange program. Students will be required, as normal, to check their E-student for outstanding debt statements. Unless requested, a tax invoice will not be sent to students directly.

These fees can be paid in the normal manner of paying tuition fees. They cannot be paid online through MiShop and must be paid directly to the university using the payment methods outlined on this page: *Student Finances* [http://www ofs.mq.edu.au/student\\_finances/index.htm](http://www ofs.mq.edu.au/student_finances/index.htm)



**How do I apply for a short term program?**

**Apply Online at:**

<http://www.international.mq.edu.au/goingabroad>



Michelle Anifotis  
Short term program at Athens University, Greece

**You will be asked for:**

- Your application type ('Student Exchange')
- Your personal details
- Your passport details
- Emergency contact details
- Your current study details
- Your university preferences and the units you hope to study at those universities
- A supporting statement, i.e., why do you want to go on exchange and what qualities do you think you have that will make you a good choice for the exchange program? Please note here that the formatting of your statement does not matter. If you are having problems uploading a document please copy and paste it directly into the 'Supporting Statement' space
- Contact details for two referees (see below 'Who can I list as a reference in the online application?' for further information)

Remember to click the 'Submit' button to submit your application. It should take around 20 - 30 minutes to complete the application. You can log out and log back in to finish it at a later date if necessary, but please remember to submit it by the deadline.

**Credits**

Students participating in the language courses will be enrolled in a residential language unit at Macquarie (see the list on p. 2). Please note that students selected to participate in these programs will enrol in short term residential units, appropriate to their level of proficiency in the language of study.

**What fees will I have to pay for my units?**

You will pay your normal enrolment fees to Macquarie. You will be enrolled in one of the short term residential language units listed above (3 credit points). You do not need to pay any tuition fees to the host institution.

**When are the deadlines for applying for short term language programs?**

Student applications are due to Macquarie International by **September 11, 2011.**

**SHORT TERM APPLICATION CHECK LIST**

*Have you thought about the following before submitting your application?*

- Attended an information session and read the short term programs information on the Macquarie Abroad website: <http://www.international.mq.edu.au/goingabroad/process/infosessions>
- Checked the list of short term programs available <http://www.international.mq.edu.au/goingabroad/shortterm>
- Investigated the accommodation, facilities and activities on offer at your preferred short term language program. <http://www.international.mq.edu.au/goingabroad/shortterm>
- Discussed further questions with the Outbound Adviser Carolina Rodriguez  
Email [carolina.rodriguez@mq.edu.au](mailto:carolina.rodriguez@mq.edu.au)

*All students participating in short term language programs will receive a Lonely Planet guide book.*