Why study at SIBT?

- More than 20,000 students have successfully graduated from SIBT since 1997
- Macquarie University is a QS 5 star-rated institution, one of only five Australian universities to receive 5 stars in all categories
- According to a recent survey, Sydney is the most popular city in the world for international students (2014 Global Cities Index A.T. Kearney)
- SIBT programs are taught at the main Macquarie University campus in North Ryde and at the city campus in Sydney’s central business district, giving you access to all the university’s facilities, including one of the best university libraries in Australia
YOUR PATHWAY TO SUCCESS

Sydney Institute of Business and Technology (SIBT) is your direct pathway to a Macquarie University degree. Since 1997, 20,000 graduates have successfully completed their SIBT diploma program, the first-year equivalent of a Macquarie University bachelor degree. SIBT is part of the global Navitas Group, an internationally recognised education provider. Located at the main Macquarie University campus in North Ryde and at the city campus in Sydney’s central business district, SIBT offers you a customised learning approach and unparalleled teaching support. This ensures academic success, while also helping you transition into the larger Macquarie University community.

Message from the College Director and Principal of SIBT

Take the pathway well travelled
We’re delighted to see you are looking for information about SIBT and its highly respected partner, Macquarie University.

As an SIBT student, you will study your first-year undergraduate degree units on a Macquarie University campus, but in an environment that offers you personalised teaching, small classes and additional support from our team.

SIBT students become independent learners who have the skills and knowledge to succeed at Macquarie. At SIBT you will develop personally, have the opportunity to gain lifetime friendships and establish career networks with fellow students from Australia and around the world.

Macquarie University offers students a world-class education. Together, SIBT and Macquarie look forward to helping you achieve your academic and career objectives. Over 20,000 SIBT graduates have already gone on to succeed at Macquarie University. Join SIBT and be part of the next 20,000 students to take the pathway well travelled.

We look forward to assisting you in achieving your academic goals.

Best of luck with your studies!

Heather Tinsley
College Director and Principal
SIBT
Macquarie University: leading the way in education

Macquarie is renowned for excellence in interdisciplinary research and teaching, a unique approach to learning and a first-class campus environment. SIBT students have the option to choose a degree at either Macquarie University in North Ryde or Macquarie City Campus in Sydney’s CBD.

The Macquarie experience

Macquarie University is a QS 5 star-rated institution that offers you more than just an exceptional education and outstanding career prospects. Macquarie offers you the opportunity to transform yourself. Through global engagement, real-world experiences and our unique curriculum, Macquarie will help you realise your aspirations, whatever they might be.

The University has 38,000 students (with an additional 1,000 students at Macquarie City Campus) and 145,000 alumni in over 140 countries. It offers more than 200 highly regarded undergraduate and postgraduate programs.

First-class facilities

Over A$1 billion has recently been invested in the campus, giving you access to the very best facilities, including a new library, a private teaching hospital, cutting-edge media facilities and some of the most advanced science labs in the Asia-Pacific region.

Campus life

There are plenty of places to eat, drink, shop and play on the Macquarie North Ryde campus or at the nearby Macquarie Centre shopping complex. Macquarie University’s Sport and Aquatic Centre features indoor and outdoor swimming pools, gym and group fitness spaces, and numerous sports facilities. Discounted membership is available for SIBT students.

Location

Macquarie’s main campus is located in North Ryde, 15 kilometres from the Sydney CBD. The 126 hectare park-like campus is uniquely based in the heart of Australia’s largest high technology precinct, offering you a wide range of networking opportunities with potential employers. The campus train station provides rail links to the city and surrounding suburbs.

Macquarie gives you more

- Macquarie University is one of only five Australian universities to receive the QS 5 star rating in all categories: teaching, employability, research, internationalisation, facilities, innovation, access and specialist subjects
- Macquarie’s business graduates receive higher than average starting salaries (Good Universities Guide 2012)
- Global CEOs surveyed in the New York Times ranked Macquarie in the top 100 universities in the world for their graduate recruitment (Global Employability Survey 2012)

For more information about Macquarie University, visit mq.edu.au.
"The small class sizes and customised academic support I received at SIBT made the transition from high school to university-level studies far less stressful!"

My SIBT: Daniel Beracochea, Australia  Diploma of Commerce
Macquarie University: leading the way in education (continued)

Macquarie City Campus

Based in the heart of Sydney’s CBD, only a 10 minute walk from the iconic Sydney Harbour Bridge, SIBT at Macquarie City Campus offers a dynamic learning environment. You will study the same content and enjoy the same high standard of teaching as SIBT students at Macquarie University, North Ryde, but in the vibrant urban environment of central Sydney.

Modern, purpose-built facilities at the city location include a course-tailored library, contemporary lecture rooms and computer laboratories, and sociable student common areas for relaxing between classes. You will also have access to all facilities and services at the North Ryde campus.

The campus’s convenient location in Sydney’s CBD, right above Wynyard train station, presents many opportunities for you to find part-time work. Internships are available to students looking to gain experience in a business or media environment. Internships provide on-the-job training and practical work experience, both of which will enhance your future career prospects. For the latest information on program offerings, visit city.mq.edu.au.
1. Building E3A: SIBT (Level 2)
2. Macquarie University Sport and Aquatic Centre
3. Australia’s leading region for high-technology companies
4. Macquarie Centre shopping complex
5. Building E3B: English Language Centre and Independent Learning Centre (Level 4) for English language students
6. Macquarie Graduate School of Management (MGSM)
7. Macquarie Research Park: promotes synergies between leading Australian and international companies and the University
8. On-campus services: post office, bar, game centre, National Australia Bank, ATMs, newsagency, travel agencies, Co-op Bookshop
9. Food outlets and restaurants
10. Lincoln Student Services Building: University Health Centre and Careers Service
11. Building C1A: Security office
12. Observatory
13. Sporting fields for sports such as cricket, hockey and soccer
14. Travelodge Hotel
15. Lighthouse drama theatre
16. Macquarie University Hospital and the Advanced School of Medicine
17. Australian Hearing Hub
18. New state-of-the-art library

Car parks: student car parking available for approximately A$264 per year

Student accommodation

Macquarie University train station

Bus stop
Why choose SIBT at Macquarie University?

Over 20,000 graduates and counting! Since 1997, SIBT and Macquarie University have worked together to provide a leading university pathway program.

With over 3,000 students across two campuses, SIBT is an excellent option for students seeking a supportive and customised learning environment for their first year.

Why choose SIBT?

Gain direct entry to Macquarie University

SIBT diploma programs are equivalent to the first year of a Macquarie University bachelor degree. Upon successful completion of your diploma you will receive full credit for your studies and advance directly to the second year of your chosen degree. At the end of your degree you will graduate with an internationally recognised qualification from one of Australia’s most progressive and innovative universities. (See page 9 for information about Macquarie University Transfer Rules.)

Two fantastic study locations

SIBT students have access to all facilities on both Macquarie University campuses. This includes access to one of the best libraries in Australia, world-class sporting amenities, student associations, MUSE, a brand new custom-designed social learning space, and on-campus accommodation. All SIBT buildings have Wi-Fi, allowing you to access high speed internet and study on the go.

Individually tailored academic support

SIBT programs are delivered in a personalised and supportive environment. Class sizes are limited to less than 50 students, which means you will benefit from increased contact with your lecturers. SIBT also offers a variety of academic and welfare support programs to provide additional assistance where required.

Flexible study options

SIBT has three intakes a year, allowing you to begin your program in February, June or October. Eligible SIBT students are able to complete both a diploma program and a bachelor’s degree within three years.

First-rate educational facilities

SIBT is located in modern, purpose-built facilities. Classrooms and computer laboratories contain leading-edge audiovisual teaching equipment, allowing lecturers to deliver program content using interactive technologies. You will also have access to computer labs, printing facilities and online study materials, with dedicated IT personnel on hand to help you as required.

A multicultural student body

With students from all over Australia and the world, SIBT is an ideal environment for meeting friends, developing international networks and experiencing different cultures.

Access the University’s Career Service

SIBT students at both campuses can make use of Macquarie’s Career Service, which runs regular workshops to provide career education and job application support for students. The service also advertises internships and part-time or casual work, and arranges for employers to meet with and recruit students. For more information, visit careers.mq.edu.au.

One visa for all your studies

SIBT will be able to provide you with one visa for the entire duration of your studies. This includes your SIBT program and the final two years of your Macquarie University degree.

High quality education

Macquarie University encourages creative and independent thinking, giving you the opportunity to develop academically, professionally and personally. SIBT is a registered vocational and higher education provider and our programs are accredited by the Tertiary Education Quality and Standards Agency (TEQSA) and Australian Skills Quality Authority (ASQA). Our academic standards are assured by Macquarie University’s moderation procedures. SIBT programs provide a recognised qualification for employment purposes, and graduates receive a nationally accredited award.

Macquarie’s Global Leadership Program

Macquarie’s Global Leadership Program (GLP) offers eligible SIBT students the opportunity to gain a competitive edge by developing cross-cultural awareness and leadership skills, as well as obtaining practical international experience. Participants attend networking functions and seminars with prominent lecturers and business leaders, in addition to having access to overseas student exchanges or internships. Best of all, the program is recognised on your Macquarie academic transcript. For further details, visit international.mq.edu.au/GLP.

* To be eligible for the GLP, students must have completed one semester at SIBT and have an International English Language Testing System (IELTS) score of 6.0 and GPA of 2.25.
"SIBT gave me the skills I needed to succeed at Macquarie."
Pathways to Macquarie University

SIBT provides various pathway options to a Macquarie University degree if you are looking for a supportive transition to university-level studies. SIBT offers a personalised learning environment and a range of courses to suit each student’s academic needs.

Certificate IV in Tertiary Preparation Program (TPP)
The Certificate IV program is a pre-university course that will prepare you for university-level studies.

Students who successfully complete the Certificate IV will be able to progress to the SIBT diploma of their choice.

Diploma programs
We offer a range of diploma programs, each designed to articulate into a related Macquarie University undergraduate degree program. Each diploma consists of eight academic units, which are equivalent to the first year of your bachelor degree. After successfully completing a diploma, you will advance directly to the second year of your relevant degree program.

The following diploma programs are available:
- Diploma of Arts
- Diploma of Business Administration
- Diploma of Commerce
- Diploma of Communication
- Diploma of Computing
- Diploma of Engineering

Provisional Entry program
If you are an international student with an IELTS of 5.5 (and meet the relevant academic requirements, see page 22), you can begin your diploma studies at SIBT on a Provisional Entry program. In your first semester at SIBT you will study two academic diploma units, as well as a compulsory Culture and Learning unit focusing on academic literacy and study skills.

Teaching and assessment
Each week you will attend classroom-based lectures and tutorials or workshops for each course of study. You are also expected to dedicate approximately six to eight hours per week to independent study for each course. Methods of assessment may vary depending on the program and course you select. A combination of university-approved assessments such as assignments, essays, oral presentations and formal examinations may be used.

Duration
The diploma usually takes three sessions (12 months) to complete. However, with a fast-track diploma you are able to complete in two sessions (eight months). Macquarie City Campus also runs on a three-session system. With three intakes a year, you have the potential to fast track your bachelor degree. If you have completed an SIBT fast-track diploma and you choose to continue your studies at Macquarie City Campus, you have the option of completing your degree program in just two-and-a-half years, saving a session.

*Some bachelor degree programs are more than three years duration.*
Requirements for transfer to Macquarie University

In line with the Macquarie University Progression and Transfer Rules, you must successfully complete all eight diploma units to progress to the second year of your chosen Macquarie University degree. For further details, visit sbt.nsw.edu.au.

Important information about SIBT programs

- Other conditions may apply from time to time. Where applicable, you will be advised in your Letter of Offer from SIBT.
- Some courses (or modules) are only available in a particular session, depending on the major or specialisation selected as well as any necessary pre-requisites.

Advanced Diploma programs

The advanced diploma programs consist of a standard SIBT diploma (eight units) plus four additional units. These additional units are equivalent to the first session of second year in a Macquarie University bachelor degree. The advanced diploma is an excellent option if you complete your SIBT diploma and wish to continue your studies in the October session, as Macquarie University’s main campus offers only select courses during the summer session. Students who enjoy the SIBT learning environment can also choose to continue with an advanced diploma.

Associate Degree in Business

The Associate Degree in Business is a two-year program comprising 16 academic units. It is equivalent to the first two years of Macquarie University’s Bachelor of Business Administration. After completing the associate degree, you will advance to the third year of the bachelor degree. The associate degree is suitable if you wish to continue studying in SIBT’s supportive learning environment before proceeding to Macquarie University.
Student services

SIBT will support you on your journey to becoming an independent learner. A range of support services and programs are available to ensure you achieve your academic potential while maintaining a balanced lifestyle. The services and programs outlined below are available to all students and are provided at no additional cost.

Academic and welfare guidance
SIBT’s qualified staff are able to provide students with academic and welfare assistance. You are encouraged to make an individual appointment to seek guidance or to drop in on the friendly staff at SIBT for any advice you require.

Additional academic assistance
Academic advisers conduct regular study skills workshops focusing on skills such as time management, goal setting, motivation, essay preparation, examination techniques and coping with stress. SIBT lecturers are available for individual consultations. You are encouraged to contact your lecturer to make an appointment.

Campus life
Macquarie University provides a vibrant student experience. There are places to study, eat, drink, shop and be entertained, as well as the state-of-the art library and brand new MUSE study space. Students who have a membership to the Macquarie University Sport and Aquatic Centre (MUSAC) are able to access everything from the health club to swimming pools, sport clubs and squash courts. SIBT students can join all of the University’s sports and social clubs, which are a great way to meet other students with similar interests. The North Ryde campus is serviced by major bus and train services. The Macquarie University train station provides rail links to the city and surrounding suburbs, and a free shuttle bus service is provided to transport students from various locations on campus.

Campus wellbeing
SIBT students also have access to Macquarie University’s Student Support services. Student Support provides a range of quality services to support you during your time at Macquarie University. Services include counselling, medical advice, disability and welfare support. All services offered are free and confidential. For more information, visit sibt.nsw.edu.au/students/student-services.

Computing facilities
The University has a campus-wide, fibre-optic information network with wireless access in various locations. You will be able to access internet services through the University’s library and student hubs as well as the Language Centre. Every student is provided with their own university email account.

Join us on Facebook
The SIBT Facebook page is a great way to keep up to date with the social activities going on at SIBT and connect with fellow students. Our Facebook page and SIBT student blog are great platforms for sharing information and ideas. Visit us on facebook.com/SIBT1 and check out what our students have to say on blog.sibt.nsw.edu.au.
You can also visit us on the following social media sites:
- e.weibo.com/sibt/profile
- youtube.com/user/SIBTSydney
- twitter.com/sibtstudents
- mysibt.com.au
Libraries
The Macquarie University library offers a wide range of materials in a variety of formats, from traditional books to DVDs, multimedia and networked information from around the world. We have a library coordinator who can help with library research and catalogue access.

Orientation and enrolment
Orientation days are held each session in the week before classes start. Attendance is compulsory. You will receive important information and advice to ensure a positive start to your university experience. During orientation, you are organised into small groups, each led by a mentor. You attend designated enrolment sessions depending on the program of study, and are taught how to organise your timetable along with other important matters. You also have the opportunity to join in with the University’s social activities on campus, as well as familiarise yourself with the campus surroundings.

Peer mentoring program
This program helps you adapt to your new learning environment and to Australian culture. Experienced senior students, trained as mentors, welcome each new student and provide them with information about academic and campus life. Mentors will continue to offer ongoing support and guidance during your first few weeks at SIBT.

Student ID
SIBT students will each receive a student identification card which shows that they are an SIBT student, as well as a Macquarie University student. Students will use this card to gain access to the University’s facilities on both Macquarie campuses.

Support and counselling
Student counsellors are available to help you with any concerns or difficulties you may have. Whether you are having trouble studying, learning a new language, getting settled in Australia, or any other personal matter, our counsellors are there to offer advice and support.

Workshops
SIBT provides extra tuition each week for select courses to assist you in gaining the extra help you may need in a particular topic, or to guide you in preparing for assessments.

Security on-campus
Macquarie University takes student safety very seriously. Campus security services are available 24 hours a day, seven days a week. You may contact security at any time by phone, or through the various Help Points located around campus.
Study in Sydney: one of the world’s most exciting cities

Sydney is a vibrant, multicultural city with a population originating from more than 180 countries. Not only is it the capital of New South Wales, it is also the largest city in Australia.

Situated on one of the world’s most beautiful and natural harbours, Sydney offers a unique outdoor lifestyle where you can make the most of a variety of alfresco dining venues, parks and an extensive choice of leisure activities. You will also have access to over 70 beaches spread along the city’s coastline.

Sydney’s natural beauty is enhanced by its rich and vibrant arts and entertainment scene, with new concerts, operas and theatre events happening all the time. With many lively shopping and dining precincts around the city (including Sydney’s very own Chinatown), you will always have plenty to do. Above all, Sydney is home to many diverse and friendly communities who have made this unique city their home.

By choosing to live and study in Sydney, you will experience the relaxed but vibrant lifestyle the city offers while gaining an internationally recognised education.

Things to do
- Climb the Sydney Harbour Bridge or Sydney Tower.
- Catch a ferry from Circular Quay to Manly Beach.
- See Australian animals at Taronga Zoo.
- Spend a day at the world famous Bondi Beach.
- Watch a show at Sydney Opera House.
- Experience yum cha in Chinatown.
- Ride a rollercoaster at Luna Park.
- Enjoy a barbecue with friends at Centennial Park.
- Go shopping at the famous Queen Victoria Building (QVB).
- Order delicious fish and chips at Sydney Fish Markets.

Cost of living
The Australian Government has estimated that a single international student requires a minimum of A$18,610 per year (or A$9,300 per session) to cover living expenses — these items include accommodation and meals, incidentals, entertainment and local transport.


Climate
Sydney has a temperate climate. The warmest months are January and February, and the coldest months are June and July, although daytime temperatures rarely fall below 10 degrees Celsius. The average rainfall is 1,200mm per year and the average humidity is 62 percent.

<table>
<thead>
<tr>
<th>Season</th>
<th>Period</th>
<th>Average temperature range</th>
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<tbody>
<tr>
<td>Summer</td>
<td>December to February</td>
<td>18°C–26°C</td>
</tr>
<tr>
<td>Autumn</td>
<td>March to May</td>
<td>14°C–22°C</td>
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<tr>
<td>Winter</td>
<td>June to August</td>
<td>9°C–16°C</td>
</tr>
<tr>
<td>Spring</td>
<td>September to November</td>
<td>13°C–22°C</td>
</tr>
</tbody>
</table>
**FAST FACTS**

- **State**: New South Wales (NSW)
- **Population**: 7,239,000
- **Currency**: Australian dollar (A$)
- **Language**: English
- **Time zone**: Australian Eastern Standard Time (UTC/GMT +10 hours)
- **Electricity**: 220–240 V

Want to know more about Sydney?
- sydney.com.au
- discoversydney.com.au
- cityofsydney.nsw.gov.au
- visitnsw.com.au
Course outlines

Diploma of Arts

The Diploma of Arts is ideal if you are seeking a flexible pathway. After completing the diploma you will be eligible to enter second year of the Macquarie University Bachelor of Arts, which offers a variety of study areas including ancient history, anthropology, contemporary music, creative arts, cultural studies, dance, English, languages, media, modern history, politics and international relations, philosophy, sociology and writing. You can also choose academic units outside your major or even study units from outside the Faculty of Arts.

Employment and career options

Advertising, business management, community development, consultation services, design, diplomacy, education, entertainment, government, media, publishing, translating.

Average starting salaries

According to 2013 research conducted by Graduate Careers Australia, average national graduate starting salaries are:
- Humanities: A$45,000
- Languages: A$46,800
- Performing/Visual arts: A$40,000

Note: Some degrees available through the Diploma of Arts pathway require you to complete extra units, which may take up to 12 months of additional university study. Email SIBT at future@sibt.nsw.edu.au to find out if your preferred degree has additional requirements.

Location

Macquarie University, North Ryde

Duration

Two or three sessions

Program fees

International students

2015 Program fee A$27,280

Australian students

2015 Program fee A$22,480

Select eight units in total

Core unit

• ACSH100 Academic Communication in the Social Sciences and Humanities

Core or elective units depending on articulation

• ACCG106 Accounting Information for Decision Making
• BBA102 Principles of Management
• CUL120 Living Culture
• CUL121 Seeing Culture: Vision, Visuality and the Senses
• ECON111 Microeconomic Principles
• ICOM100 Introduction to International Communication
• ICOM101 Intercultural Relations
• ISYS100 IT and Society
• ISYS104 Introduction to Business Information Systems

Second year of your Macquarie University degree

• Bachelor of Arts
• Bachelor of Arts (major in Media, Culture and Communication)*
• Bachelor of Arts (major in International Communication)*
• Bachelor of Arts – Criminology
• Bachelor of Arts – Media* GPA 3.0
• Bachelor of Arts (major in Cultural Studies)*
• Bachelor of Marketing and Media* GPA 3.0

CRICOS codes: 051203M, 053148G.

For additional entry information, see page 22.
Diploma of Business Administration

Business graduates from Macquarie University have record employment levels and starting salaries well above the average for Australian business schools. The Diploma of Business Administration prepares you to pursue a career in business management without specialising in a particular area.

Employment and career options
Accounting, banking, business administration, computing, consulting, financial management, management, marketing, recruitment and staff development.

Average starting salaries
According to 2013 research conducted by Graduate Careers Australia, average national graduate starting salaries are:
- Accounting: A$47,000
- Business: A$46,000
- Economics: A$51,400
- Law: A$50,000

During this program, you will learn the broad business skills required for modern management. Through the Academic Communication in Business and Economics unit ACBE100, you will also learn critical business communication skills. Macquarie University’s business courses have a flexible structure so you can explore your interests and even select units from outside the Faculty of Business and Economics. You will also gain valuable on-the-job experience through business internships that give you academic credit towards your degree.

Locations
Macquarie University, North Ryde
Macquarie City Campus, Sydney

Duration
Two or three sessions

Program fees
International students
2015 Program fee A$27,280

Australian students
2015 Program fee A$22,480

Eight units in total
Core units
- ACBE100 Academic Communication in Business and Economics
- ACCG106 Accounting Information for Decision Making
- ACST101 Techniques and Elements of Finance
- BBA102 Principles of Management
- ECON111 Microeconomic Principles
- HRM107 Introduction to Human Resources
- ISYS104 Introduction to Business Information Systems
- MKTG101 Marketing Fundamentals

Advanced Diploma of Business Administration

Location
Macquarie University, North Ryde

Duration
Three or four sessions

Program fees
International students
2015 Program fee A$40,920

Australian students
2015 Program fee A$33,720

Select two core units and an additional two elective units
Core units
- ACCG200 Management Accounting
- BUSL250 Business Law
- BUS201 Introduction to Global Business
- MKTG216 Consumer Demographics

Elective units
- BBA111 Organisational Behaviour
- ECON110 Macroeconomic Principles
- ISYS100 IT and Society
- PHL137 Critical Thinking
- STAT170 Introductory Statistics
- HRM250 Human Resource Management
- AFIN253 Financial Management
- BBA280 Business Models and Organisation Structure

Second year of your Macquarie University degree
- Bachelor of Arts U GPA 1.5
- Bachelor of Business Analytics U GPA 2.0.1
- Bachelor of Business Administration U GPA 3.0.0
- Bachelor of Business Leadership and Commerce U GPA 2.0.1
- Bachelor of Commerce – Professional Accounting U GPA 1.5
- Bachelor of Economics U GPA 1.5
- Bachelor of Global Business U GPA 1.5

CRICOS codes: Diploma 051202A, 053149G; Advanced Diploma 051209E. For additional entry information, see page 22.
Course outlines (continued)

Diploma of Commerce

The Diploma of Commerce provides you with the basis for further study in areas such as accounting, actuarial studies, commercial law, economics, finance, human resources, international business and marketing. You can specialise in your preferred area when you begin the second year of your degree studies.

Employment and career options
Accounting, actuarial, banking, economics, finance, human resource management, insurance, international business, management, marketing, stockbroking.

Average starting salaries
According to 2013 research conducted by Graduate Careers Australia, average national graduate starting salaries are:
- Accounting: A$47,000
- Economics: A$51,400
- Finance: A$50,000
- Marketing: $46,000

During this program, you will learn critical business communication skills through the Academic Communication in Business and Economics unit, ACBE100. Business internships are also available when you progress to your degree at Macquarie, which give you academic credit towards your degree and provide valuable on-the-job experience.

Macquarie University’s Department of Accounting and Corporate Governance is one of the largest accounting schools in Australia. CPA Australia, the Institute of Chartered Accountants in Australia and the Institute of Public Accountants have accepted Macquarie University as an approved tertiary institution for their membership qualifications.

Locations
Macquarie University, North Ryde
Macquarie City Campus, Sydney

Duration
Two or three sessions

Program fees
International students
2015 Program fee A$27,280

Australian students
2015 Program fee A$22,480

Select eight units in total

Core units
- ACBE100 Academic Communication in Business and Economics
- ACGG100 Accounting 1A
- ACST101 Techniques and Elements of Finance
- BBA111 Principles of Management
- ECON111 Microeconomic Principles
- MKTG101 Marketing Fundamentals
- STAT170 Introduction to Statistics

Select an additional four units
Core or elective units depending on articulation
- ACGG200 Fundamentals of Management Accounting
- ACST152 Introduction to Actuarial Studies
- AFIN253 Financial Management
- BUSL250 Business Law
- BUS201 Introduction to Global Business
- HRM250 Human Resource Management
- MATH133 Mathematics 1B
- MKTG203 Consumer Behaviour
- MKTG216 Consumer Demographics
- STAT171 Statistical Data Analysis

Second year of your Macquarie University degree
- Bachelor of Actuarial Studies* † ‡ GPA 3.2
- Bachelor of Applied Finance* GPA 2.25
- Bachelor of Arts GPA 2.0†
- Bachelor of Business Administration GPA 2.0
- Bachelor of Business Analytics GPA 1.5
- Bachelor of Business Leadership and Commerce GPA 3.0
- Bachelor of Commerce (majors in Accounting, Business Information Systems, Decision Science, Economics, Finance, Human Resources, International Business, Marketing)* GPA 1.5
- Bachelor of Commerce – Professional Accounting* GPA 1.5
- Bachelor of Economics* GPA 1.5
- Bachelor of Global Business GPA 1.5

CRICOS codes: Diploma 051200C, 053276M; Advanced Diploma 051207G.
For additional entry information, see page 22.
The Diploma of Communication provides you with the foundation for further studies in the areas of culture, international relations, media, public affairs and social science. During your degree you can choose to study academic units outside your major and even study units from outside the Faculty of Arts.

**Employment and career options**
Advertising, arts policy and administration, audience research, diplomacy, government and industry administration, international communication, journalism, media production, public relations, publishing and editing.

**Average starting salaries**
According to 2013 research conducted by Graduate Careers Australia, average national graduate starting salaries are:
- Humanities: A$45,000
- Languages: A$46,800
- Performing/Visual arts: A$40,000

Macquarie University’s newly refurbished, state-of-the-art facilities have been custom designed to provide professional quality studios for dance, drama, music recording, radio production and screen production. The University has strong ties within the communications and media industries and a growing internship program to help you gain real-world experience that prepares you for your future career. Staff at Macquarie include widely published academics and award-winning media producers with a wealth of industry experience in their areas of expertise.

**Locations**
- Macquarie University, North Ryde
- Macquarie City Campus, Sydney

**Program fees**
- **International students**
  - 2015 Program fee A$27,280
- **Australian students**
  - 2015 Program fee A$22,480

Select eight units in total

**Core unit**
- ACSH100 Academic Communication in the Social Sciences and Humanities

Core or elective units depending on articulation
- ACCG106 Accounting Information for Decision Making
- BBA102 Principles of Management
- CUL120 Living Culture
- CUL121 Seeing Culture: Vision, Visuality and the Senses
- ECON111 Microeconomic Principles
- ICOM100 Introduction to International Communication
- ICOM101 Intercultural Relations
- ISYS100 IT and Society
- ISYS104 Introduction to Business Information Systems
- LING109 Language, Culture and Communication
- MAS104 Australian Media
- MAS105 Media Cultures
- MKTG101 Marketing Fundamentals
- MUS102 Passion, Identity and Rebellion in Popular Music
- PHL137 Critical Thinking
- PICT101 Introduction to Criminology
- PICT102 Policing and Crime
- POL108 Introduction to Global Politics
- STAT170 Introductory Statistics

**Second year of your Macquarie University degree**
- Bachelor of Arts
- Bachelor of Arts (major in Media, Culture and Communication)*
- Bachelor of Arts (major in International Communication)*
- Bachelor of Arts – Media*
- Bachelor of Arts (major in Cultural Studies)*
- Bachelor of Marketing and Media*

CRICOS codes: Diploma 051201B, 053278J
For additional entry information, see page 22.
Diploma of Computing

The Diploma of Computing is ideal for those with an interest in information technology and provides a broad introduction to computing. You can specialise in a particular area in the second and third years of your degree, constructing a specific program of study tailored to your intended career. A final year project will give you the opportunity to practise your knowledge and skills.

Employment and career options
Artificial intelligence, database administration, e-commerce, language technology, multimedia and internet development, networking, programming, system analysis, various areas in government and industry.

Average starting salaries
According to 2013 research conducted by Graduate Careers Australia, average national graduate starting salaries are:
Computer science: A$51,000
Electronic engineering: A$51,500

Macquarie University’s Faculty of Science has world-class facilities for undergraduate study, including four teaching labs. Your program of study will be shaped by academics who are leaders in a wide range of scientific and technological fields. Macquarie’s strong ties with industry also mean that visiting lecturers, internships and industry advisory panels will play an active role in your study when you progress into your Macquarie degree.

Location
Macquarie University, North Ryde

Duration
Two or three sessions

Program fees
International students
2015 Program fee $27,280

Australian students
2015 Program fee A$22,480

Select eight units in total
Core unit
• ACSC100 Academic Communication in Science
• ACCG100 Accounting 1A
• ACCG106 Accounting Information for Decision Making
• BBA111 Organisational Behaviour
• COMP115 Introduction to Computer Science
• COMP125 Fundamentals of Computer Science
• DMTH137 Discrete Mathematics 1
• ENGG141 Digital Fundamentals
• ISYS100 IT and Society
• ISYS104 Introduction to Business Information Systems
• ISYS114 Introduction to Systems Design and Data Management
• MATH130 Mathematics 1E
• MATH135 Mathematics 1A
• MATH136 Mathematics 1B
• PHL137 Critical Thinking
• STAT170 Introductory Statistics

Advanced Diploma of Computing

Location
Macquarie University, North Ryde

Duration
Three or four sessions

Program fees
International students
2015 Program fee A$40,920

Australian students
2015 Program fee A$33,720

Select an additional four units (including at least two first year units)
Core or elective units depending on articulation
• COMP249 Web Technology
• ISYS224 Database Systems

Second year of your Macquarie University degree
• Bachelor of Arts
• Bachelor of e-Business
• Bachelor of Engineering (majors in Computer Engineering, Electronic Engineering, Mechanical Engineering, Mechatronics Engineering, Software Engineering, Telecommunications Engineering, Wireless Engineering)
• Bachelor of Environment (majors in Environmental Management, Environmental Earth Science, Spatial Information Science)
• Bachelor of Information Technology – Games Design and Development
• Bachelor of Science (majors in Software Technology, Business Information Systems, Decision Science, Environmental Management, Environmental Earth Science, Spatial Information Science, Web Design and Development)

CRICOS codes: Diploma 051204K, 053277K; Advanced Diploma 051208F.
For additional entry information, see page 22.
Diploma of Engineering

The Diploma of Engineering provides you with an important introduction to the Bachelor of Engineering: an integrated four-year professional program, accredited by Engineers Australia, which prepares students to work as professional engineers. The degree also includes an internship during its final session, which is unique to Macquarie University as it combines both academic and industry supervision.

Employment and career options
Computer, electronics design and manufacturing, project and technology management, radio frequency electronics design, sales and service of technical equipment, telecommunications and networking, wireless and mobile telephone networking, wireless systems and installation.

Average starting salaries
According to 2013 research conducted by Graduate Careers Australia, average national graduate starting salaries are:
Computer science: A$51,000
Engineering: A$51,500

Located within Australia’s ‘Silicon Corridor’, Macquarie University is surrounded by more than 500 high-tech companies. Its state-of-the-art teaching facilities and laboratories include sophisticated instruments and equipment. Also, Macquarie University is particularly renowned for its niche focus on electronic engineering, and it is the only university in Australia to offer a wireless engineering specialisation.

Location
Macquarie University, North Ryde

Duration
Two or three sessions

Program fees
International students
2015 Program fee A$27,280
Australian students
2015 Program fee A$22,480

Select eight units in total
Core units
• ACSC100 Academic Communication in Science
• COMP115 Introduction to Computer Science
• ENGG141 Digital Fundamentals
• MATH130 Mathematics 1E
• MATH135 Mathematics 1A
• MATH136 Mathematics 1B
• PHYS140 Physics 1A

Core or elective units depending on articulation
• COMP125 Fundamentals of Computer Science
• ENGG150 Electromechanics
• PHYS143 Physics 1B

Second year of your Macquarie University degree
• Bachelor of Engineering (majors in Computer Engineering, Electronic Engineering, Mechanical Engineering, Mechatronics Engineering, Software Engineering, Telecommunications Engineering, Wireless Engineering)**†

CRICOS codes: Diploma 068336C, 068335D. For additional entry information, see page 22.
Course outlines (continued)

Associate Degree in Business

The Associate Degree in Business provides students who have already completed an SIBT diploma with the skills and knowledge necessary to work in a business environment. While studying the associate degree, you’ll gain a solid understanding of the fundamentals of business, including principles, practices, models, organisation, structure, law and international business.

Employment and career options
Business administration, banking, management, consulting, computing, financial management, marketing, recruitment and staff development.

Average starting salaries
According to 2013 research conducted by Graduate Careers Australia, average national graduate starting salaries are:
- Accounting: $47,000
- Business: $46,000
- Economics: $51,400
- Law: $50,000

To be awarded the associate degree, you must successfully complete 16 units. The program can be completed in less than two years, and you may also exit the program after one year and enter a specialist degree at either Macquarie University or Macquarie City Campus.

Location
Macquarie University, North Ryde

Duration
Six sessions (two years)

Program fees
International students
2015 Program fee $A54,560
Australian students
2015 Program fee $A44,960

Select 16 units in total
The core and elective units you select will depend on the units you have already completed during your diploma.

First-year units
Core units
- ACBE100 Academic Communication in Business and Economics
- ACCG106 Accounting Information for Decision Making
- ACST101 Techniques and Elements of Finance
- BBA102 Principles of Management
- ECON111 Microeconomic Principles
- HRM107 Introduction to Human Resources
- ISYS104 Introduction to Business Information Systems
- MKTG101 Marketing Fundamentals

Second-year units
Core units
- ACCG200 Management Accounting
- BUSL250 Business Law
- BUS201 Introduction to Global Business
- MKTG216 Consumer Demographics

Core or elective units depending on articulation
- AFIN253 Financial Management
- BBA111 Organisational Behaviour
- BBA280 Business Models and Organisation Structure 1
- ECON110 Macroeconomic Principles
- HRM250 Human Resource Management
- ISYS100 IT and Society
- PHL137 Critical Thinking
- STAT170 Introductory Statistics

Third year of your Macquarie University degree
- Bachelor of Business Administration GPA 2.0
CRICOS code: 068334E.
For additional entry information, see page 22.
Certificate IV in Tertiary Preparation Program

The Certificate IV in Tertiary Preparation Program (TPP) prepares students for entry into an SIBT diploma. It is designed for students who have completed the equivalent of Year 11 at an Australian high school or need to undertake further study before starting an SIBT diploma.

Small class sizes encourage student involvement and ensure you get personalised attention and support from your lecturers. This support and regular evaluation will keep your studies on track.

You will complete your Certificate IV program at the North Ryde campus before continuing on with your first year studies at either campus. A minimum IELTS score of 5.5 (or equivalent) is required for direct entry. Academic entry requirements for particular countries are outlined on page 22.

Location
Macquarie University, North Ryde

Duration
Two or three sessions

2015 Program fee
Australian students A$18,000
International students A$20,600
CRICOS code: 084531M.

Course structure
In the Certificate IV program there is one structure. You must successfully complete eight academic units in your chosen area of which three are core and five are elective subjects.

Course accreditation
Certificate IV TPP is accredited by the Australian Skills Quality Authority (ASQA). This course is delivered within the National VET Regulator (NVR Standards) and is nationally recognised. Navitas and SIBT recognise all equivalent qualifications issued by registered training organisations under the Australian Qualifications Framework (AQF).

Duration
The Certificate IV program is two sessions (eight months) or three sessions (12 months). You have the flexibility to commence in February, June or October.

Further studies
By successfully completing the program and achieving a pass mark or above in all eight units, you are guaranteed entry into an SIBT diploma course.

Units
Core units
• BUS107A Introduction to Computing
• COM200A Communication Skills I
• COM202A Communications Skills II

Elective units (select five units)
• BUS100A Accounting
• BUS103A Economics
• BUS104A Mathematics
• BUS105A Statistics
• BUS108A Management
• BUS109A Marketing
• COM100A Information Design
• COM101A Programming
• COM102A Introduction to System Analysis
• COM104A Mass Communication I
• COM105A Mass Communication II

Next level of study
• Diploma of Arts
• Diploma of Business Administration
• Diploma of Commerce
• Diploma of Communication
• Diploma of Computing
• Diploma of Engineering
• Diploma of Science
# Academic entry requirements

The table below is a guide to the academic requirements for entry into SIBT certificate and diploma courses.

Please note:
- SIBT will only consider academic subjects when determining a student's average performance.
- Not all qualifications and countries are listed and students with other credentials are encouraged to apply.
- SIBT welcomes mature-age students (21 years or above) and considers relevant employment experience if supporting documentation is provided.
- There is no application fee when applying to SIBT.

<table>
<thead>
<tr>
<th>Country</th>
<th>Certificate IV in Tertiary Preparation Program</th>
<th>Diploma (Fast-track and Standard-track)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australia</td>
<td>Successful completion of Year 11 with 4 passes</td>
<td>Successful completion of Year 12</td>
</tr>
<tr>
<td>Bangladesh</td>
<td>Intermediate Certificate with a GPA of 3.0 or above</td>
<td>Higher School Certificate with a GPA between 3.0 and 3.49</td>
</tr>
<tr>
<td>Brazil</td>
<td>Certificado de Ensino Medio with an average of 6.0 in 4 subjects</td>
<td>Certificado de Ensino Medio with an average of 7.0 in 4 subjects</td>
</tr>
<tr>
<td>Canada</td>
<td>Successful completion of Grade 11</td>
<td>Grade 12 with a minimum average C grade</td>
</tr>
<tr>
<td>Chile</td>
<td>Licencia de Educacion, average grade below 5.5</td>
<td>Licencia de Educacion, average grade between 5.5 and 5.69</td>
</tr>
<tr>
<td>China</td>
<td>Senior Middle 2 with an 80% average in 4 subjects</td>
<td>Senior Middle 3 with a 65% average in 4 subjects</td>
</tr>
<tr>
<td>Colombia</td>
<td>Bachillerato with an average below 65%</td>
<td>Bachillerato with an average between 70% and 74.9%</td>
</tr>
<tr>
<td>France</td>
<td>Contact SIBT Admissions for entry requirements</td>
<td>Baccalaureate with an average of 10</td>
</tr>
<tr>
<td>Ghana</td>
<td>GCE O-levels or equivalent, with passes in 4 subjects</td>
<td>2 passes in GCE A-levels</td>
</tr>
<tr>
<td>Hong Kong</td>
<td>HK Secondary 5: pass in 4 academic subjects</td>
<td>HKDSE total score of 8 in the best 4 subjects from core units in Category A and Category C, ie 2 level 2s</td>
</tr>
<tr>
<td>India</td>
<td>School Certificate with an average of 60% or above in 4 subjects</td>
<td>All India Senior School Certificate with an average between 54% and 59% or above in 4 subjects</td>
</tr>
<tr>
<td>Indonesia</td>
<td>SMU II with an average grade of 7.2 in 4 subjects</td>
<td>SMU III with an average grade between 6.75 and 6.9 in 4 subjects</td>
</tr>
<tr>
<td>Iran</td>
<td>3-year high school diploma</td>
<td>4-year high school diploma</td>
</tr>
<tr>
<td>Japan</td>
<td>Successful completion of Kotogakko Year 2</td>
<td>High School graduation with a GPA between 2.5 and 2.9</td>
</tr>
<tr>
<td>Jordan</td>
<td>Tawjihi with a 50% to 59% average in academic subjects</td>
<td>Tawjihi: 70% to 79% in academic subjects</td>
</tr>
<tr>
<td>Kenya</td>
<td>KCSE with a D grade average or GCE O-levels with passes in 3 subjects</td>
<td>KCSE aggregate score between 57 and 61 or GCE A-levels with 2 passes</td>
</tr>
<tr>
<td>Korea</td>
<td>Successful completion of Year 11</td>
<td>High School graduation with a C-grade average (Mi or 6)</td>
</tr>
<tr>
<td>Kuwait</td>
<td>Secondary School General Certificate with an overall score below 75%</td>
<td>Secondary School General Certificate with an overall score between 75% and 79%</td>
</tr>
<tr>
<td>Macau</td>
<td>Completion of Senior Middle 2 with a 70% average in 4 subjects</td>
<td>Senior Middle 3 with a 65% average in 4 subjects</td>
</tr>
<tr>
<td>Malaysia</td>
<td>Successful completion of Form 5 (SPM) or equivalent, or successful completion of Senior Middle 2</td>
<td>STPM with minimum 2 passes; UEC with C-grade in 4 academic subjects</td>
</tr>
<tr>
<td>Mexico</td>
<td>Bachillerato with an average below 6.0 for academic subjects</td>
<td>Bachillerato with an average between 7.0 and 7.9 for academic subjects</td>
</tr>
<tr>
<td>Nepal</td>
<td>HSC Second Division with an average of 50% or below in 4 subjects</td>
<td>HSC Second Division with an average of 55% to 59% in 4 subjects</td>
</tr>
<tr>
<td>Pakistan</td>
<td>Secondary School Certificate with an average of 60% or above in 4 academic subjects</td>
<td>Intermediate/Higher Secondary School Certificate with an average of 55% to 59% for 4 subjects</td>
</tr>
<tr>
<td>Peru</td>
<td>Certificado de Educacion Secundaria with an average grade below 12</td>
<td>Certificado de Educacion Secundaria – average grade of 14 to 15.9</td>
</tr>
<tr>
<td>Russian Federation</td>
<td>Certificate of Secondary Education Grade 11 with a GPA of 3.0</td>
<td>Certificate of Secondary Education with GPA of 3.75 in academic subjects</td>
</tr>
<tr>
<td>Country</td>
<td>Certificate IV in Tertiary Preparation Program</td>
<td>Diploma (Fast-track and Standard-track)</td>
</tr>
<tr>
<td>------------------------</td>
<td>-----------------------------------------------</td>
<td>----------------------------------------</td>
</tr>
<tr>
<td>Saudi Arabia</td>
<td>General Secondary Education Certificate with an average of 50% or below</td>
<td>General Secondary Education Certificate with an average of 70%</td>
</tr>
<tr>
<td>Singapore</td>
<td>Successful completion of Form 5/Sec 4 Express (GCE O-levels) or equivalent with passes in 4 subjects</td>
<td>2 passes in GCE A-levels</td>
</tr>
<tr>
<td>South Africa</td>
<td>NSA less than 3</td>
<td>NSA 4 to 5</td>
</tr>
<tr>
<td>Sri Lanka</td>
<td>GCE or Sri Lankan A-levels</td>
<td>GCE or Sri Lankan A-levels with 2 passes</td>
</tr>
<tr>
<td>Sweden</td>
<td>2 years of Upper Secondary schooling</td>
<td>Avgangsbetyg with G in 3 subjects</td>
</tr>
<tr>
<td>Taiwan</td>
<td>Completion of Senior Middle 2 with an average of 70% in 4 subjects</td>
<td>Senior Middle 3 with an average of 70% in 4 subjects</td>
</tr>
<tr>
<td>Tanzania</td>
<td>GCE O-levels or equivalent, with passes in 4 subjects</td>
<td>2 passes in GCE A-levels</td>
</tr>
<tr>
<td>Thailand</td>
<td>Successful completion of Matayom 5 with a GPA of 2.5</td>
<td>Matayom 6 with a GPA of 2.0 to 2.49</td>
</tr>
<tr>
<td>Turkey</td>
<td>Devlet Lise Diplomasi or Devlet Meslek Diplomasi</td>
<td>High School diploma (4 years) Grade 3</td>
</tr>
<tr>
<td>Uganda</td>
<td>GCE O-levels or equivalent, with passes in 4 subjects</td>
<td>2 passes in GCE A-levels</td>
</tr>
<tr>
<td>United Arab Emirates</td>
<td>Tawjihi with a 50% to 59% average</td>
<td>Tawjihiya: 70% to 79% average</td>
</tr>
<tr>
<td>United Kingdom</td>
<td>GCSE O-levels with 4 passes</td>
<td>GCE A-levels with 2 passes</td>
</tr>
<tr>
<td>United States of America</td>
<td>Successful completion of Year 11</td>
<td>USA Grade 12 with a GPA of 2.75 to 2.99; or SAT (2005) with a score of 1400 to 1499</td>
</tr>
<tr>
<td>Vietnam</td>
<td>Successful completion of Year 11</td>
<td>Year 12 with a grade average of 6.0 to 6.9</td>
</tr>
<tr>
<td>Zambia</td>
<td>GCE O-levels or equivalent, with passes in 4 subjects</td>
<td>2 passes in GCE A-levels</td>
</tr>
<tr>
<td>Zimbabwe</td>
<td>GCE O-levels or equivalent, with passes in 4 subjects</td>
<td>2 passes in GCE A-levels</td>
</tr>
</tbody>
</table>

Other accepted qualifications

<table>
<thead>
<tr>
<th>General Certificate of Education (GCE)</th>
<th>O-levels with 4 passes</th>
<th>A-levels with 2 passes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Global Assessment Certificate</td>
<td>Contact SIBT Admissions for entry requirements</td>
<td>Average grade of 60% to 65.9%</td>
</tr>
<tr>
<td>International Baccalaureate</td>
<td>Assessed on an individual basis</td>
<td>Aggregate mark 21</td>
</tr>
</tbody>
</table>
English language preparation

SIBT provides a range of study options to suit your individual English language needs. SIBT will advise you on the most appropriate study option based on your previous English results, as well as Australian Government requirements.

Pre-course English
If you require full-time English study before beginning your studies at SIBT, several options are available.

Packaged offers
Learn English at Macquarie University
At the Macquarie University English Language Centre you will benefit from studying internationally recognised, world-class academic English language programs.

Conveniently located in the same building as SIBT, they offer two discipline-specific programs designed to prepare you for direct entry to SIBT: the Study Skills English Preparation Program (SSEPP) for Certificate IV entry and the English Preparation Program (EPP) for diploma entry. For more information, visit elc.mq.edu.au.

Learn English at Macquarie City Campus
Navitas English is part of the Navitas Group, Australia’s largest provider of English language training. They offer high quality, intensive academic English programs that will enable you to directly enter an SIBT program at either Macquarie University or Macquarie City Campus.

Navitas English is conveniently located in the same modern, state-of-the-art premises as SIBT at Macquarie City Campus. Wynyard Green is in the heart of Sydney’s central business district, above Wynyard train station and just 10 minutes walk from Sydney’s iconic Opera House and Harbour Bridge. For more information, visit navitasenglish.com.

Navitas bursaries and scholarships

Navitas family bursaries
Navitas offers financial support in the form of family bursaries. A bursary applies where two or more students from the same family study with a Navitas member institution.¹ The bursary is equivalent to 10 percent of the tuition fee of your program of study.²

Navitas academic merit scholarships
Navitas is committed to helping you achieve your career goals by offering scholarships to outstanding students.

Each term, Navitas colleges* award one student with an academic merit scholarship. For more information, talk to an adviser at your college about how to apply for a merit scholarship or visit individual college websites and search for ‘scholarships and bursaries’.

* The Navitas family bursary and academic merit scholarships are offered to students studying at ACBT, La Trobe University Sydney, AUSB, BCUIc, Curtin College, Curtin University Sydney, Curtin Singapore, CRIC, EIBT, EIC, Eynesbury, FIC, HIC, ICM, ICP, ICGRU, ICWS, La Trobe Melbourne, LBIC, Macquarie City Campus, MBT, MIBT Indonesia, Navitas at UMass Boston, Navitas at FAU, Navitas at UMass Lowell, Navitas at WKU, Navitas at UNH, NIC, PIBT, PUIc, QIBT, SAIBT, SIBT and UCIC only.

† Certificate programs may also be known or registered as Foundation Studies or University Transfer Program Stage I. Diploma programs may also be known or registered as Undergraduate Pathway, University Transfer Program (UTP), University Transfer Program Stage II or University Pathways Program (UPP). The Navitas bursary is not applicable to any English language program or any component of an English language program offered by a Navitas member institution.

This information is correct as at the time of printing and may be subject to change without notice or at the discretion of Navitas member institutions or Navitas Limited.
English entry requirements

SIBT accepts the following English language results:
• Academic IELTS
• Test of English as a Foreign Language (TOEFL)
• Relevant high school English language results (in some countries only – see table below for details)
• Completion of an accredited Academic English program recognised by SIBT (email admissions@sibt.nsw.edu.au for details)

The following table is a general guide to English admission requirements. If your English results are below the levels listed, you will require full-time English study at Macquarie University English Language Centre or Navitas English before beginning your academic program at SIBT.

How to apply
SIBT can organise your English tuition through either Macquarie University English Language Centre or Navitas English.

When you complete the SIBT application form, advise us of your current English level (such as your IELTS or TOEFL score) and where you would like to study, and we will coordinate your enrolment.

SIBT also recognises courses from other English language institutions in Australia. Email SIBT at admissions@sibt.nsw.edu.au for details of institutions with articulation agreements.

<table>
<thead>
<tr>
<th>English qualification</th>
<th>Direct entry</th>
<th>Provisional entry program</th>
<th>Direct entry diploma and fast-track diploma</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Certificate IV in Tertiary Preparation Program</td>
<td>5.5 (minimum of 5.0 in writing; no band score lower than 4.5)</td>
<td>5.5 (minimum of 5.0 in writing; no band score lower than 4.5)</td>
</tr>
<tr>
<td>IELTS (Academic)</td>
<td>5.5</td>
<td>6.0 (minimum of 5.5 in all bands)</td>
<td></td>
</tr>
<tr>
<td>TOEFL paper-based test (PBT)</td>
<td>527/197</td>
<td>527/197</td>
<td>527/197</td>
</tr>
<tr>
<td>TOEFL internet-based test (IBT)</td>
<td>71 – 78</td>
<td>71 – 78</td>
<td>71 – 78</td>
</tr>
<tr>
<td>Australian Year 12 (NSW HSC)</td>
<td>ESL Band 3</td>
<td>ESL Band 3</td>
<td>ESL Band 4 or English Standard Band 2</td>
</tr>
<tr>
<td>Sijil Pelajaran Malaysia (SPM)</td>
<td>Grade C6</td>
<td>Grade C6</td>
<td>Grade B4</td>
</tr>
<tr>
<td>GCSE Level English</td>
<td>Grade C6</td>
<td>Grade C6</td>
<td>Grade B4</td>
</tr>
<tr>
<td>GCE</td>
<td>Grade E</td>
<td>Grade E</td>
<td>Grade D</td>
</tr>
<tr>
<td>Pearsons Test of English</td>
<td>46 (no score less than 43)</td>
<td>49 (no score less than 49)</td>
<td>57 (no score less than 57)</td>
</tr>
</tbody>
</table>

Academic calendar

SIBT at Macquarie University and Macquarie City Campus
SIBT conducts three sessions per calendar year, starting in February, June and October.

<table>
<thead>
<tr>
<th>Year</th>
<th>Semester</th>
<th>orientation/enrolment</th>
<th>Start dates</th>
<th>End of semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>February</td>
<td>16–20 February</td>
<td>23 February</td>
<td>4 June</td>
</tr>
<tr>
<td></td>
<td>June</td>
<td>15–19 June</td>
<td>22 June</td>
<td>1 October</td>
</tr>
<tr>
<td></td>
<td>October</td>
<td>12–16 October</td>
<td>19 October</td>
<td>5 February 2016</td>
</tr>
</tbody>
</table>

Students who are studying full-time English at Macquarie University English Language Centre or Navitas English will be assessed internally. These students must submit their Macquarie University English Language Centre or Navitas English results to progress to SIBT, but they will not be required to provide further external results such as IELTS or TOEFL.
Further information online

Academic and English entry requirements:
sibt.nsw.edu.au/enrol-today/admissions-requirements

A guide to the academic requirements for entry into the Certificate IV in Tertiary Preparation Program and SIBT diploma courses. Please note:

- SIBT will only consider academic subjects when determining a student’s average performance.
- Not all qualifications and countries are listed and students with other credentials are encouraged to apply.
- SIBT welcomes mature-age students (21 years or above) and considers relevant employment experience if supporting documentation is provided.
- There is no application fee to apply to SIBT.

How to apply: sibt.nsw.edu.au/enrol-today

You may apply to SIBT directly or through an SIBT representative in your home country.

For a list of authorised SIBT representatives, go to sibt.nsw.edu.au/sibt-representatives. Early application and payment will secure your place in your chosen course and allow you enough time to obtain a student visa.

Policies and procedures: sibt.nsw.edu.au/policies

SIBT has a number of policies and procedures in place to comply with quality, regulatory and legislative requirements. These processes form a framework to ensure that SIBT delivers a high-quality service to its students. Important policies include:

- Education Services for Overseas Students Act 2000 (ESOS Act)
- SIBT Privacy Policy
- Code of conduct
- Access and equity
- Grievance, complaints and appeals
- Credit exemptions
- Academic performance
International student visas: sibt.nsw.edu.au/students/international-students

All international students must possess a current student visa while they are studying in Australia. You must also have Overseas Student Health Cover (OSHC) for the duration of your stay. This information does not apply to prospective students who are Australian citizens or permanent residents of Australia. Visit our website for answers to these and more visa FAQs:

• One visa for all your studies
• How do I apply?
• What are the visa requirements?
• What are the visa conditions?
• Do I need health cover?
• How long is my visa valid?
• How do I renew my visa?
• Can I work in Australia while on a student visa?
• What if I have dependants?

Conditions of enrolment and fee information: sibt.nsw.edu.au/enrol-today/conditions-of-enrolment

The extract of the conditions is provided to applicants for information purposes only and does not constitute a binding agreement. Successful applicants will receive enrolment terms of offer which, together with the letter of offer and acceptance of offer, form a binding agreement between the Sydney Institute of Business and Technology (SIBT) and the recipient of an SIBT letter of offer.

Accommodation options: sibt.nsw.edu.au/students/accommodation

Macquarie University offers a variety of accommodation options to suit your individual lifestyle and budget. These options include:

• Macquarie University accommodation service
• Airport pick-up
• Options if you are under 18 years of age
• Homestay providers
• Partner university residential colleges
• Partner university on-campus apartments
• CBD apartments
Your investment

Program fees

<table>
<thead>
<tr>
<th>Program</th>
<th>2014 fee</th>
<th>2015 fee</th>
<th>Standard-track</th>
<th>Fast-track</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-university level program</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Certificate IV in Tertiary Preparation Program</td>
<td>Australian students: A$17,400 (A$2,175 per unit)</td>
<td>Australian students: A$18,000 (A$2,250 per unit)</td>
<td>12 months</td>
<td>8 months</td>
</tr>
<tr>
<td></td>
<td>International students: A$19,960 (A$2,495 per unit)</td>
<td>International students: A$20,600 (A$2,575 per unit)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>University level program</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provisional Entry program</td>
<td>International students only: Diploma fee plus A$4,500</td>
<td>International students only: Diploma fee plus A$4,600</td>
<td>12 months</td>
<td>n/a</td>
</tr>
<tr>
<td>Diploma</td>
<td>Australian students (covered by FEE-HELP): A$21,760 (A$2,720 per unit)</td>
<td>Australian students (covered by FEE-HELP): A$22,480 (A$2,810 per unit)</td>
<td>12 months</td>
<td>8 months</td>
</tr>
<tr>
<td></td>
<td>International students: A$26,400 (A$3,300 per unit)</td>
<td>International students: A$27,280 (A$3,410)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Advanced Diploma</td>
<td>Australian students (covered by FEE-HELP): A$32,640 (A$2,720 per unit)</td>
<td>Australian students (covered by FEE-HELP): A$33,720 (A$2,810 per unit)</td>
<td>16 months</td>
<td>n/a</td>
</tr>
<tr>
<td></td>
<td>International students: A$39,600 (A$3,300 per unit)</td>
<td>International students: A$40,920 (A$3,410 per unit)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Further study</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Associate Degree</td>
<td>Australian students (covered by FEE-HELP): A$43,520 (A$2,720 per unit)</td>
<td>Australian students (covered by FEE-HELP): A$44,960 (A$2,810 per unit)</td>
<td>24 months</td>
<td>n/a</td>
</tr>
<tr>
<td></td>
<td>International students: A$52,800 (A$3,300 per unit)</td>
<td>International students: A$54,560 (A$3,410 per unit)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Notes: Students pay tuition fees per unit as they progress through their study. To secure your place at SIBT, you must pay the tuition fees for your first four units of study before your program begins. Fees are correct as at the time of printing. SIBT reserves the right to vary its fees at any time.

Program fees include:
- tuition
- free academic skills seminars
- an orientation program
- access to library and computing facilities
- student counselling and academic assistance as required

Program fees do not include:
- accommodation
- meals and transport
- entertainment
- textbooks, stationery and printing
- health cover
- visa processing fee
- airfares

Other compulsory charges for international students
- International student enrolment fee (non-refundable) A$200
- Overseas Student Health Cover (OSHCC), A$594 per year of study (2015)

Cost of living
Living in Australia is less expensive than some other western countries, although your budget will depend on the type of lifestyle and accommodation you choose. We anticipate that an international student will require approximately A$18,610 to A$21,000 (A$350 to A$400 each week) for living expenses each year (not including tuition fees).

This does not include any allowance for costs associated with a student’s spouse, partner or dependants. Any school-age dependants accompanying students to Australia will be required to pay full fees if the dependants enrol in a government or non-government school.

Students should also have additional funds to pay for initial costs of getting established, textbooks and, where applicable, special equipment, transportation and temporary or additional accommodation.

For more information please refer to immi.gov.au/students/student-visa-living-costs.htm

FEE-HELP Australian Government loan scheme
SIBT offers Australian citizens and Permanent Humanitarian Visa holders the opportunity to access the FEE-HELP loan scheme. Under this scheme, the federal government will pay your SIBT tuition fees (for diploma, advanced diploma and associate degree units only). You will repay this loan through the taxation system once you start earning a minimum salary. For more information visit sibt.nsw.edu.au/enrol-today/fee-help.

Australian mature-age entry
Mature-age students (21 years of age and over) may be admitted to a course without meeting the formal academic requirements if they have relevant work experience and/or acceptable qualifications.
Tick boxes where appropriate.

Please read carefully and send the completed application form to SIBT.

Full academic transcripts (certificates etc.) and proof of Australian citizenship or permanent residency must accompany your application.

Note: Australian citizens and permanent residents can apply online at sibt.nsw.edu.au.

Personal details

Title:  □ Mr  □ Ms  □ Mrs  □ Miss  □ Other
Family name:
Given names:
Date of birth:  DAY / MONTH / YEAR
Gender:  □ Male  □ Female  Passport number:
Country of birth:
Nationality (on passport):
Are you a citizen or permanent resident of Australia?  □ Yes  □ No
If ‘yes’, please provide evidence of citizenship or residency, eg: a certified* copy of your birth certificate, passport, citizenship certificate or visa. Unless verification is supplied, international fees and conditions apply.
Have you previously studied at SIBT?  □ Yes  □ No
If ‘yes’, please provide your SIBT student ID number:
Do you grant SIBT permission to provide your parent or guardian listed below with any information pertaining to your application to study, ongoing academic progress, results and attendance?  □ Yes  □ No
If ‘yes’, please complete:
Name of parent or guardian:  
Tel:  
Email:  

Contact details

Applicant’s contact details

Address in Australia:
Tel (home):  Tel (mobile):
Email address:

Previous studies

Secondary/tertiary education: highest level achieved
(this may include any course that you have started but did not complete after leaving secondary school)

Name of qualification (eg Year 12, diploma, degree):
Name of school/institution:
Country/state:
Completed?  □ Yes  □ No  Year completed:
Will you be applying for exemptions (recognition of prior learning)?  □ Yes  □ No
If so, provide copies of relevant academic transcripts and a completed Exemption Application form (visit sibt.nsw.edu.au/enrol-today/exemptions).

Employment history

If you believe you have employment experience that is relevant to the program you are applying for, please attach a CV and references.

Academic program selection

SIBT location
□ SIBT, Macquarie University
□ SIBT, Macquarie City Campus (Diploma of Business Administration, Commerce or Communication only)

Pre-university level
□ Certificate IV in Tertiary Preparation Program

University level
□ Diploma of Arts
□ Diploma of Business Administration
□ Diploma of Commerce
□ Diploma of Communication
□ Diploma of Computing
□ Diploma of Engineering
□ Advanced Diploma of Business Administration
□ Advanced Diploma of Commerce
□ Advanced Diploma of Computing
□ Associate Degree in Business

Which degree do you intend to study at Macquarie University?

Please specify when you prefer to begin your studies:
Year:  
□ February  □ June  □ October

Other information

How did you first learn about SIBT? You may tick more than one.
□ Exhibition/seminar
□ Newspaper/magazine
□ Recommended by a friend/relative
□ Recommended by an education agent
□ Recommended by a Macquarie University staff member
□ Internet (specify):
□ Other (specify):

Students with a disability/health condition

Are you a prospective student with a health or learning disability that requires support services at SIBT?  □ Yes  □ No
If yes, our student welfare manager will contact you to discuss your requirements.
Application checklist

Check that you have:

- completed all sections of the application form
- read and understood the Conditions of Enrolment and Fee Refund Policy at sibt.nsw.edu.au/policies

Check that you have attached:

- certified copies of your academic qualifications
- a copy of your passport or birth certificate
- any relevant employment documentation (if required)
  * A certified copy is signed by an authorised officer to acknowledge that it matches the original document exactly. Authorised officers include:
  - staff of the SIBT office in Sydney
  - an authorised SIBT representative
    (see sibt.nsw.edu.au/sibt-representatives)
  - staff of the institution that issued the document
  - a Justice of the Peace or Public Notary
  - staff of an Australian Embassy, Consulate or High Commission

Declaration

I declare the information I have supplied on this form is, to the best of my understanding and belief, complete and correct. I understand that giving false or incomplete information may lead to my application being refused or my enrolment cancelled. It is an offence to submit fraudulent documentation in support of my application. If fraudulent documentation is detected:

- my application will be rejected,
- if an offer has been made, it will be withdrawn, and
- if a visa has been issued to me, the Department of Immigration and Border Protection will be notified, and
- other relevant authorities (such as the NSW Police and the Independent Commission against Corruption) may also be notified.

I have read and understood the relevant program information in the SIBT brochure and/or on the SIBT website and I have sufficient information about SIBT to enrol. I understand that the pathway may lead to future studies at Macquarie University, subject to Macquarie University’s entry requirements. I understand that SIBT fees may increase. I accept liability for payment of all fees as explained in the SIBT brochure. I will notify SIBT immediately if there is any change to the information I have given in this application.

I have read and understood information regarding the costs related to studying at SIBT Macquarie University in the SIBT brochure and on the SIBT website at sibt.nsw.edu.au and the Macquarie University website at mq.edu.au.

I have understood and I accept the Conditions of Enrolment in the SIBT brochure. I understand that SIBT may, by written notice, vary its conditions as may be necessary to comply with any law or regulation, or amendment of any law or regulation, of the Commonwealth of Australia or the State of New South Wales. I give permission for SIBT and Macquarie University to obtain official records from an educational institution attended by me for the purpose of verifying your previous qualifications and other matters, informing you about your courses and other aspects of admission or enrolment and complying with legislative reporting requirements.

I authorise SIBT to provide my personal information, including my contact details and enrolment details, to third parties in accordance with SIBT’s Privacy Policy. These third parties include:

- SIBT representatives (agents) acting on my behalf,
- Macquarie University (to facilitate progression from SIBT to the next stage of my studies),
- Navitas Limited and its affiliates (to communicate regarding pathways and services offered by Navitas Limited and its related companies),
- government departments (such as the Department of Immigration and Border Protection and the Department of Education) and agencies involved in administering the ESOS legislation,
- external organisations (such as other tertiary education institutions) where disclosure is necessary to verify your previous qualifications and other supporting documentation provided with your application,
- contracted service providers which SIBT uses to provide services on its behalf here required by law.

In the event of any suspected breach of my student visa conditions, I authorise SIBT to provide my personal information, including my contact details and enrolment details, to the Australian Government’s designated authorities, the Australian Student Tuition Assurance Scheme and the Tuition Protection Service. I understand that any conditions concerning an offer of admission will be contained in my letter of offer from SIBT, which I will be required to read and sign.

Applicant’s signature:

(must be the same signature as in your passport)

Date:     DAY / MONTH / YEAR

If you are under 18 years of age, your parent or guardian must also sign this application form.

Parent’s/guardian’s signature:

Date:     DAY / MONTH / YEAR

Unsigned applications cannot be processed.

Postal address for applications

Admissions Office
Sydney Institute of Business and Technology
Macquarie University NSW 2109 Australia
T +61 2 9850 6222    F +61 2 9850 6223
E admissions@sibt.nsw.edu.au   W sibt.nsw.edu.au

CRICOS provider codes: SIBT 01576G; Macquarie University 00002J
Tick boxes where appropriate.
Please read carefully and send the completed application form and relevant
documents to SIBT.
Note: Students can apply online at sibt.nsw.edu.au or obtain an application
form by emailing admissions@sibt.nsw.edu.au.

Personal details
Title: [ ] Mr  [ ] Ms  [ ] Mrs  [ ] Miss  [ ] Other
Family name:
Given names:
Date of birth:  DAY / MONTH / YEAR
Gender:  [ ] Male  [ ] Female  Passport number:
Country of birth:
Nationality (on passport):
Have you previously studied at SIBT?  [ ] Yes  [ ] No
Have you previously received an offer to study at SIBT?  [ ] Yes  [ ] No
Do you grant SIBT permission to provide your parent or guardian listed
below with any information pertaining to your application to study,
going academic progress, results and attendance?  [ ] Yes  [ ] No
If ‘yes’, please complete:
Name of parent or guardian:
Tel:  Email:

Contact details
Applicant’s contact details
Address in Australia (if known):
Address overseas:
Tel (home):  Tel (mobile):
Email address:

Previous studies
Secondary/tertiary education: highest level achieved
Name of qualification (e.g. Year 12, HKDSE or A-levels):
Name of school:
Country/state:
Completed?  [ ] Yes  [ ] No  Year completed:
Language of instruction:
Will you be applying for exemptions (recognition of prior learning – RPL)?  [ ] Yes  [ ] No
If ‘yes’, provide copies of relevant academic transcripts and a completed RPL
Application Form (visit sibt.nsw.edu.au/enrol-today/exemptions).

Employment history
If you believe you have employment experience that is relevant to the program
you are applying for, please attach a CV and references.

Academic program selection
SIBT location
[ ] SIBT, Macquarie University
[ ] SIBT, Macquarie City Campus (Diploma of Business Administration,
Commerce or Communication only)
Specify when you prefer to begin your studies:
Year:  [ ] February  [ ] June  [ ] October
Pre-university level
[ ] Certificate IV in Tertiary Preparation Program
University level
[ ] Diploma of Arts
[ ] Diploma of Business Administration
[ ] Diploma of Commerce
[ ] Diploma of Communication
[ ] Diploma of Computing
[ ] Diploma of Engineering
[ ] Advanced Diploma of Business Administration
[ ] Advanced Diploma of Commerce
[ ] Advanced Diploma of Computing
[ ] Associate Degree in Business
Macquarie University
Undergraduate Program: __________________________
Major: __________________________
Campus:
[ ] Macquarie University
[ ] Macquarie City Campus (Bachelor of Business Administration, Bachelor
of Commerce – Professional Accounting, Bachelor of Arts – Media, Culture and Communication)

English proficiency
[Please tick and attach documentary evidence where applicable]
[ ] English was the language of instruction during my secondary
school studies and I gained a satisfactory pass in final-year English
(results attached).
[ ] I have taken an English test, eg Academic IELTS test (results attached).
[ ] I have obtained a satisfactory mark or score in another examination
or test acceptable to SIBT (eg completion of at least the first year
of a post-secondary/tertiary course at a college or university where
the language of instruction was English).

IELTS (Academic) or TOEFL score:
Other English test:  Score:

Are you currently enrolled in an ELICOS school?  [ ] Yes  [ ] No
If ‘yes’, please provide name of school and course you are studying:

Students with a disability/health condition
Are you a prospective student with a health or learning disability that
requires support services at SIBT?  [ ] Yes  [ ] No
If ‘yes’, our student welfare manager will contact you to discuss
your requirements.

English program selection
If you would like to study English please complete this section.

Mixed English program at Macquarie University
[ ] Pre-course English at the Macquarie University English Language Centre
Preferred start date:  DAY / MONTH / YEAR  Number of weeks:
[ ] Pre-course English at Navitas English
Preferred start date:  DAY / MONTH / YEAR  Number of weeks:
Overseas Student Health Cover (OSHC)

SIBT will provide an OSHC Worldcare policy, unless you already have cover with another OSHC provider.

OSHC required: □ Single □ Family

□ Please tick if you do not want your email address given to Worldcare.

□ Please tick if you have existing OSHC and attach evidence of membership with your OSHC provider.

If you DO NOT wish to use the Worldcare policy, please provide the details of your preferred provider.

OSHC provider: ____________________________

OSHC membership number: ____________________________

Visa

Do you have a current Australian visa? □ Yes □ No

Visa type: □ Student □ Permanent resident □ Visitor □ Business □ Citizen

If Student visa, please state subclass: □ 570 □ 571 □ 572 □ 573

Have you ever had a visa application rejected? □ Yes □ No

If ‘yes’, please provide details below: Country: ____________________________ Year: ____________________________ Reason: ____________________________

Other information

How did you first learn about SIBT? You may tick more than one.

□ Newspaper/magazine □ Recommended by a friend/relative □ Recommended by an education agent

□ Recommended by a Macquarie University staff member □ Internet (please specify): □ Other (please specify): ____________________________

Application checklist

Check that you have:

□ completed all sections of the application form

□ read and understood the Conditions of Enrolment and Fee Refund Policy (this information is also available at sibt.nsw.edu.au)

Check that you have attached:

□ certified copies of your academic qualifications*

□ evidence of your English language proficiency (if required)

□ certified copy of your passport, visa or birth certificate

□ any relevant employment documentation (if required)

□ certified translations of any documents not in English

* A certified copy is signed by an authorised officer to acknowledge that it matches the original document exactly. Authorised officers include:

□ staff of the SIBT office in Sydney

□ an authorised SIBT representative (see sibt.nsw.edu.au/sibt-representatives)

□ staff of the institution that issued the document

□ a Justice of the Peace or Public Notary

□ staff of an Australian Embassy, Consulate or High Commission

Declaration

I declare the information I have supplied on this form is, to the best of my understanding and belief, complete and correct. I understand that giving false or incomplete information may lead to my application being refused or my enrolment cancelled. It is an offence to submit fraudulent documentation in support of my application. If fraudulent documentation is detected:

□ my application will be rejected,

□ if an offer has been made, it will be withdrawn, and

□ if a visa has been issued to me, the Department of Immigration and Border Protection will be notified, and

□ other relevant authorities (such as the NSW Police and the Independent Commission Against Corruption) may also be notified.

I have read and understood the relevant program information in the SIBT brochure and/ or on the SIBT website and I have sufficient information about SIBT to enrol. I understand that the pathway may lead to future studies at Macquarie University, subject to Macquarie University’s entry requirements. I understand that it is my responsibility to maintain valid Overseas Student Health Cover (OSHC). I also understand that if I am no longer enrolled at SIBT, my OSHC membership can be transferred. I understand that if I have applied through an approved SIBT/Macquarie University agent, all correspondence relating to my application will be forwarded to that agent. I understand that SIBT fees may increase. I accept liability for payment of all fees as explained in the SIBT brochure, and I agree to abide by the Refund Policy for Overseas Students as specified on the SIBT website sibt.nsw.edu.au. I will notify SIBT immediately if there is any change to the information I have given in this application.

I have accessed information regarding the costs associated with living in Australia for me and any dependants accompanying me, published on the Australian Government website studyinaustralia.gov.au/en/Study-Costs.

I have read and understood information regarding the costs related to studying at SIBT Macquarie University in the SIBT brochure and on the SIBT website at sibt.nsw.edu.au and the Macquarie University website at mq.edu.au.

I have sufficient funds to finance my studies including tuition fees, ancillary costs and living expenses for me and any dependants accompanying me to Australia. I have understood and I accept the Conditions of Enrolment in the SIBT brochure. I understand that SIBT may, by written notice, vary its conditions as may be necessary to comply with any law or regulation, or amendment of any law or regulation, of the Commonwealth of Australia or the State of New South Wales. I give permission for SIBT and Macquarie University to obtain official records from an educational institution attended by me for the purpose of verifying the supporting documentation I have provided with my application, and to supply my contact details and any relevant official records to educational institutions I am eligible to gain admission to. SIBT and Macquarie University are subject to the Privacy and Personal Information Protection Act 1998 (NSW) and the Health Records and Information Privacy Act 2002 (NSW). SIBT collects the information on this application form for the primary purpose of meeting its obligations under the Education Services for Overseas Students Act 2000, the Education Services for Overseas Students Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training for Students 2009 (National Code). SIBT also collects your personal information and, in some circumstances, information regarding your health, to assist in the assessment of your application and, if you are successful, offering you a course place and recording your acceptance of that offer. The other purposes of collection include corresponding with you, attending to day-to-day administrative matters, informing you about your courses and other aspects of admission or enrolment and complying with legislative reporting requirements.

I authorise SIBT to provide my personal information, including my contact details and enrolment details, to third parties in accordance with SIBT’s Privacy Policy. These third parties include:

□ SIBT representatives (agents) acting on my behalf,

□ Macquarie University (to facilitate progression from SIBT to the next stage of my studies),

□ Navitas Limited and its affiliates (to communicate regarding pathways and services offered by Navitas Limited and its related companies),

□ government departments (such as the Department of Immigration and Border Protection and the Department of Education, Employment and Workplace Relations) and agencies involved in administering the ESOS legislation,

□ external organisations (such as other tertiary education institutions) where disclosure is necessary to verify your previous qualifications and other supporting documentation provided with your application,

□ contracted service providers which SIBT uses to provide services on its behalf required by law.

In the event of any suspected breach of my student visa conditions, I authorise SIBT to provide my personal information, including my contact details and enrolment details, to the Australian Government’s designated authorities, the Australian Student Tuition Assurance Scheme and the Tuition Protection Service. I give permission for SIBT to obtain records and information from my current OSHC provider (if applicable). I also agree that SIBT is able to exchange information with my OSHC provider with respect to meeting my visa requirements and maintaining my OSHC cover. I understand that any conditions concerning an offer of admission will be contained in my letter of offer from SIBT, which I will be required to read and sign.

Applicant’s signature: ____________________________

Date: ____________________________

If you are under 18 years of age, your parent or guardian must also sign this application form.

Parent’s/guardian’s signature: ____________________________

Date: ____________________________

Unsigned applications cannot be processed. Agents cannot sign on an applicant’s behalf.

Postal address for applications

Admissions Office
Sydney Institute of Business and Technology
Macquarie University NSW 2109 Australia
T +61 2 9850 6222 F +61 2 9850 6223 E admissions@sibt.nsw.edu.au W sibt.nsw.edu.au

Representative details

Agency name: ____________________________

Agent office code: ____________________________

Staff member name: ____________________________

Email address: ____________________________

CRICOS provider codes: SIBT 01576G; Macquarie University 00002J
Creating opportunities for success

Navitas provides you with the education you need, to get where you want to be in life. From English language skills and courses to help you enter university, to training for the workplace, Navitas colleges and campuses in 28 countries will support you every step of the way.

With over 120 Navitas and SAE Institution locations across the globe, and over 80,000 students currently studying with us, we understand the world’s learning needs.

We've become one of the most trusted providers of education and training in the world. Navitas offers to students, professionals and migrants from around the world, the following opportunities:

- English language training
- High school studies
- University preparation and programs
- Post-secondary education for creative media technology
- Career advancement programs
- Student recruitment
- Internship programs
- Migrant settlement services

We also offer customised workplace training for companies, and a range of training and settlement services for the Australian Government. Wherever you are, and wherever you want to be, the knowledge and resources of our staff around the world will ensure your success.

Members and affiliates of Navitas:

Australia
- • ACAP (Australian College of Applied Psychology)
- • ATTC (Australian TESOL Training Centre)
- • CELUSA (Centre for English Language in the University of South Australia)
- • Curtin College – Curtin University, Perth
- • Curtin University Sydney
- • Eynesbury – The University of Adelaide and University of South Australia
- • Hawthorn-Melbourne
- • La Trobe Melbourne – La Trobe University
- • La Trobe University Sydney Campus
- • MBIT – Deakin University, Melbourne
- • MQC – Macquarie University, Sydney
- • Navitas English
- • Navitas Health Skills Australia
- • NCPS (Navitas College of Public Safety)
- • Navitas Professional
- • NIC – The University of Newcastle
- • PIBT – Edith Cowan University, Perth
- • QIBT – Griffith University, Brisbane and the Gold Coast
- • SAE Institutions – Perth, Sydney, Melbourne, Adelaide, Brisbane, Byron Bay
- • SAIBT – University of South Australia, Adelaide
- • SIBT – Macquarie University, Sydney

Canada
- • FIC – Simon Fraser University, Vancouver
- • ICMP – the University of Manitoba, Winnipeg

United Kingdom
- • BCUIUC – Birmingham City University
- • CRIC – Anglia Ruskin University, Cambridge
- • EIC – Edinburgh Napier University
- • HIC – University of Hertfordshire, Hatfield
- • ICP – University of Portsmouth
- • ICRGU – Robert Gordon University, Aberdeen
- • ICWS – Swansea University
- • LBIC – Brunel University London
- • PULIC – Plymouth University
- • SAE Institutions – Oxford, London, Liverpool, Glasgow

United States of America
- • Navitas at FAU – Florida Atlantic University
- • Navitas at UMass Boston – University of Massachusetts Boston
- • Navitas at UMass Dartmouth – University of Massachusetts Dartmouth
- • Navitas at UMass Lowell – University of Massachusetts Lowell
- • Navitas at UNH – University of New Hampshire
- • Navitas at WKU – Western Kentucky University (WKU)
- • SAE Institutions – Chicago, Atlanta, Los Angeles, Miami, Nashville, New York, San Francisco

Africa
- • SAE Institute, South Africa

Asia
- • ACBT – Edith Cowan University, Sri Lanka
- • Curtin Singapore (The Singapore Campus of Curtin University)
- • SAE Institutions – Indonesia, Malaysia, Singapore, Thailand

Central America
- • SAE Institute, Mexico

Europe
- • SAE Institutions – Austria, Belgium, France, Germany, Greece, Italy, Netherlands, Romania, Serbia, Slovenia, Spain, Sweden, Switzerland, Turkey

Middle East
- • SAE Institutions – Jordan, Saudi Arabia, UAE

New Zealand
- • SAE Institute, Auckland
- • UCIC – University of Canterbury, Christchurch