### Creating Futures

**INTERNATIONAL STUDENT PROGRAM**

# ORIENTATION HANDBOOK

# 2021

This handbook will provide you with a convenient resource. Complete the sections with International Student Coordinator and keep this for future reference.

**Academic Programs at Sunshine College**

Sunshine College is a multicultural and Co-educational College located in the inner west of Melbourne, Victoria. We are a multi-campus college with two sites.

Together the sites service approximately 1000 students from a wide range of ethnic backgrounds. The curriculum that is offered meets the requirements of the Victorian and Federal Governments and is similar to that offered in all Victorian schools. What is different about Sunshine College is the way our curriculum is delivered. Our programs in Literacy, Mathematics and in Pathways have received National recognition for their quality. We also take great pride in our welfare support of all students at all levels.

Our Campuses are located in the centre of Sunshine close to a major bus and train station. Sunshine is an area that is becoming a major hub of development in the inner west of Melbourne. Our West Campus offers the Victorian Certificate of Education Certificate (VCE), with a strong emphasis on academic success. In conjunction with the Victorian Certificate of Education, students may include Vocational Education and Training (VET) in their VCE. The VET subject provides students with credit towards their VCE. All programs are delivered within our college.

All of our staff have a high level of expertise in the delivery of all of our programs.

**General Health Care, Personal Safety and Legal Rights and Responsibilities**

Our college has a pastoral care program across all levels. This program is driven by welfare and student services coordinators. The whole college program is coordinated by a college welfare coordinator.

As part of the orientation program students are taken through material from two booklets:

* Street smart handbook – see [www.smarthandbooks.com.au](http://www.smarthandbooks.com.au/)
* Right A Wrong – prepared by Victoria Legal Aid : see [www.legalaid.vic.gov.au](http://www.legalaid.vic.gov.au/)

(This booklet has been translated into Vietnamese and Chinese).

* The following websites are also used: <http://www.studymelbourne.vic.gov.au/help-and-advice/the-law-and-your-rights><https://aei.gov.au/Regulatory-Information/Pages/Regulatoryinformation.aspx>

The differences between the “way things are done” in Vietnam and China are emphasised. Every country has its own ways of solving life problems. The Program Coordinator and our two Vietnamese aides offer ongoing personal support to all International students.



### Creating Futures

**INTERNATIONAL STUDENT FILE COVERSHEET**

|  |  |
| --- | --- |
| Student ID Number |  |
| IS ID Number |  |
| Family Name |  |
| First Name |  |
| DOB |  |
| Date of Arrived in Australia |  |
| Passport Number |  |
| Passport Expiry Date |  |
| Visa Number |  |
| Visa Type |  |
| Visa Expiry Date |  |
| Overseas Student Health Cover Member No Contact tel 132331 + 618622 5780 (outside Au) Email Medibank [ask\_us@medibank.com.au](mailto:ask_us@medibank.com.au) |  |
| English Language Centre |  |
| Expected Commencement Date |  |
| Actual Start Date |  |
| Expected Completion Date |  |
| Actual Completion Date |  |
| Father’s Name Mother’s Name |  |
| Parents Overseas Address |  |
| Parents Overseas Phone/ Fax |  |
| Parents Email Address |  |
| Homestay Provider / Third Party / Department of Home Affairs Approved relative Name |  |
| Homestay Provider/ Third Party/ Department of Home Affairs Approved Relative Address |  |
| Department of Home Affairs Approved Relative Homestay Provider/ Third Party/ Phone/ Fax/ Mobile |  |
| Homestay Provider/ Third Party/ Department of Home Affairs Approved Relative Mail Address |  |
| Student Email Address |  |
| Student Mobil |  |
| Refering Agent |  |

**SUNSHINE COLLEGE** is a multi-campus College comprising four school sites.

**College Principal MR. TIM BLUNT**

School’s Telephone **8311 5200**

Email: [sunshine.co@edumail.vic.gov.au](mailto:sunshine.co@edumail.vic.gov.au)

Two campuses at West Sunshine and Sunshine North – Catering for Year 7 to Year 12.

# West CAMPUS Year 7 to 12

25 Lachlan Road, Sunshine West 3020

Assistant Principal **MS. MONA RAGHDO (Student Engagement, Community & Operations)**

Assistant Principal **Ms. Jodie Parsons** **(Curriculum Innovation & Excellence)**

Assistant Principal **Ms. Yvonne Reilley** **(Strategy & Accountability)**

# NORTH CAMPUS Year 7 to Year 10

Northumberland Road, Sunshine North, 3020

Assistant Principal **Mr. Ewen Burt (Student Engagement, Community & Operations)**

# INTERNATIONAL STUDENT CO-ORDINATOR

**Mr. Preet Sachdeva**

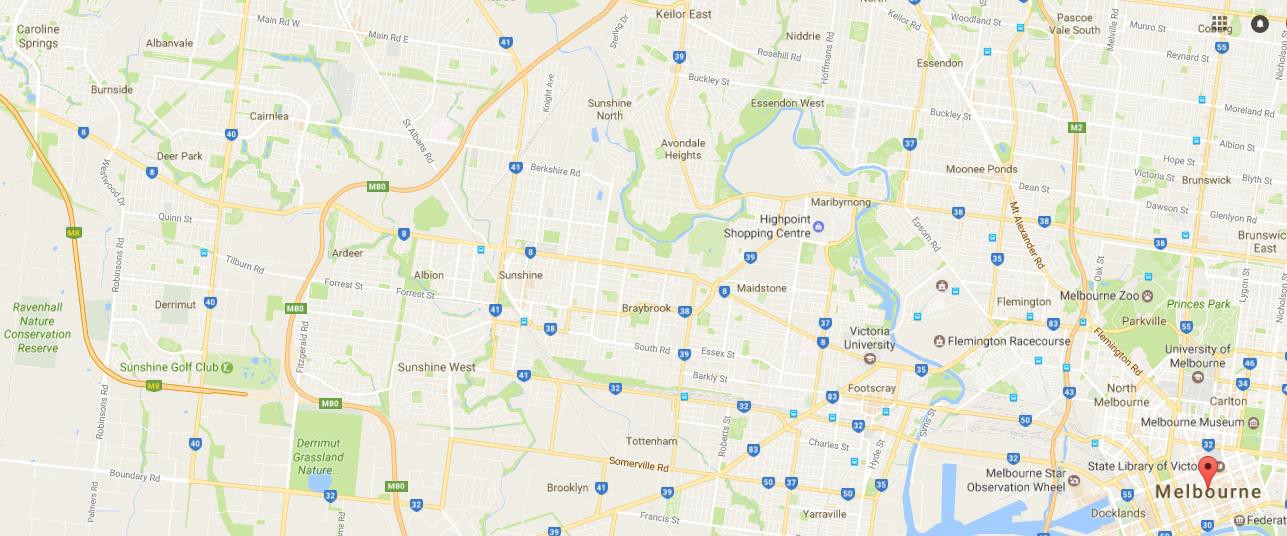
# INTERNATIONAL STUDENT Assistants

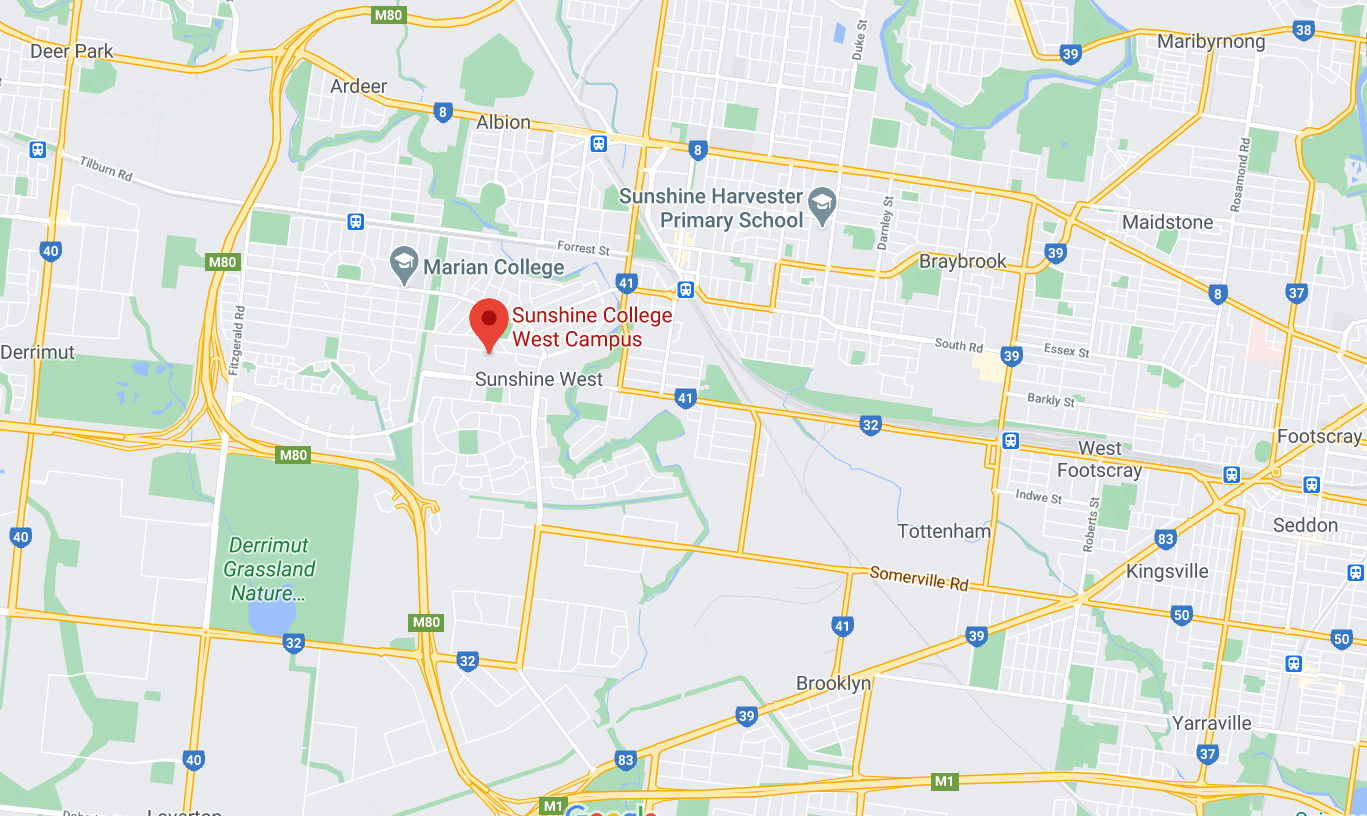
**Mr. Kiet Quach &**

**Ms. Anh Lee**

**Mr. Graham Newman (International Student Program Consultant)**

**DIRECTIONS & LOCAL AREA**





**TRAVEL & TRANSPORT SYSTEMS**

Public Transport near Sunshine College

West Campus

North Campus

**FARES** Zone 1

### International Students can use concession fares

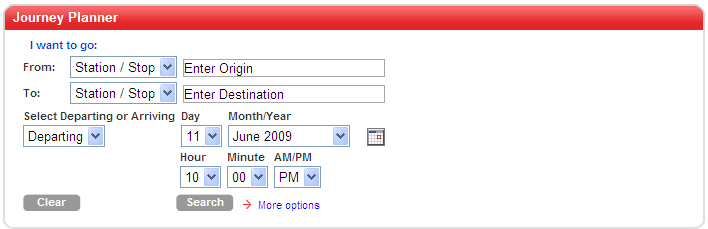
Travel from Homestay to College

Zone 2

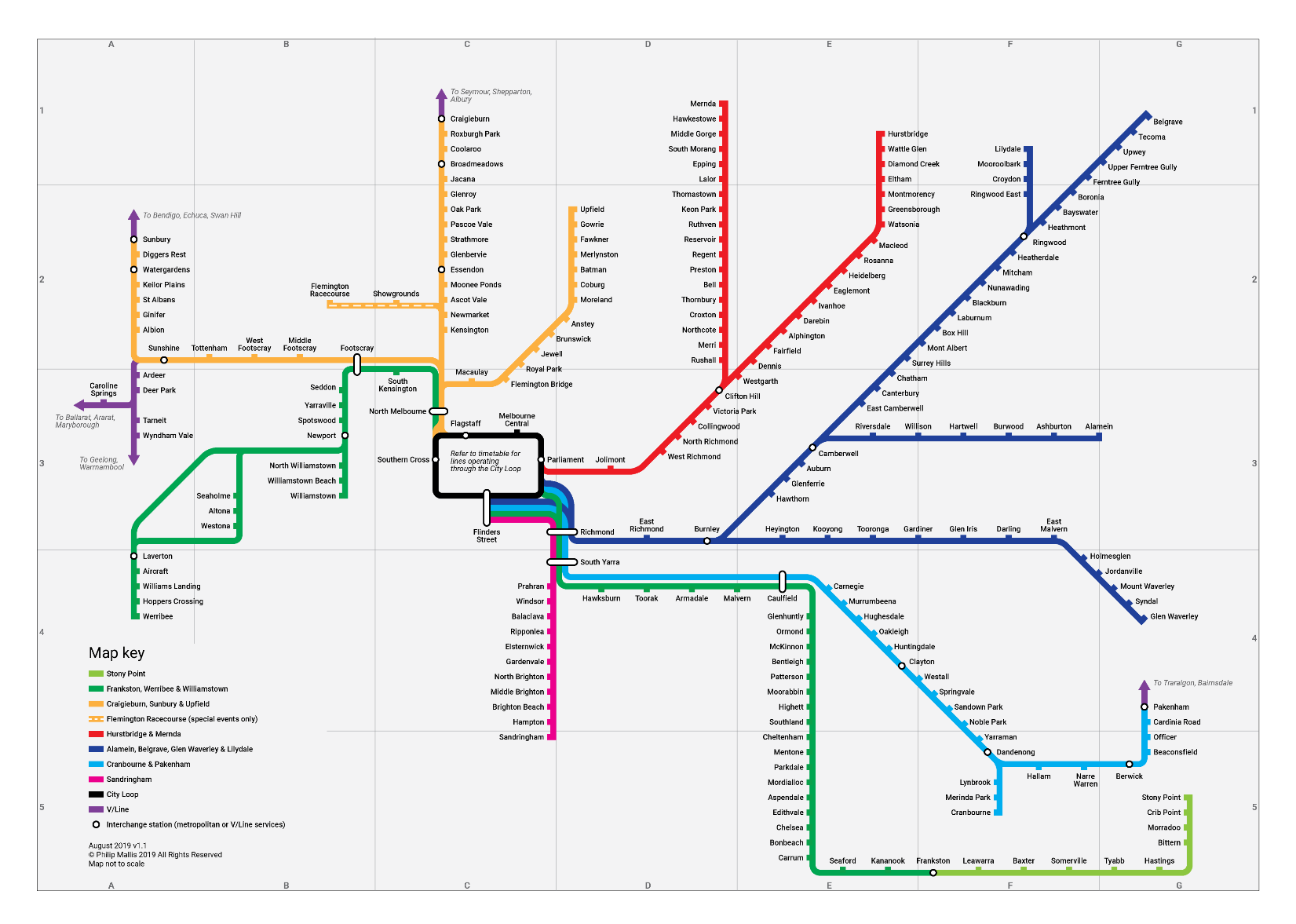
Travel from College to City

**Melbourne Public Transport Web site** [**http://www.metlinkmelbourne.com.au**](http://www.metlinkmelbourne.com.au/) **/**

On this website home page you can find the JOURNEY PLANNER, which guide you to reach your destination by public transport.



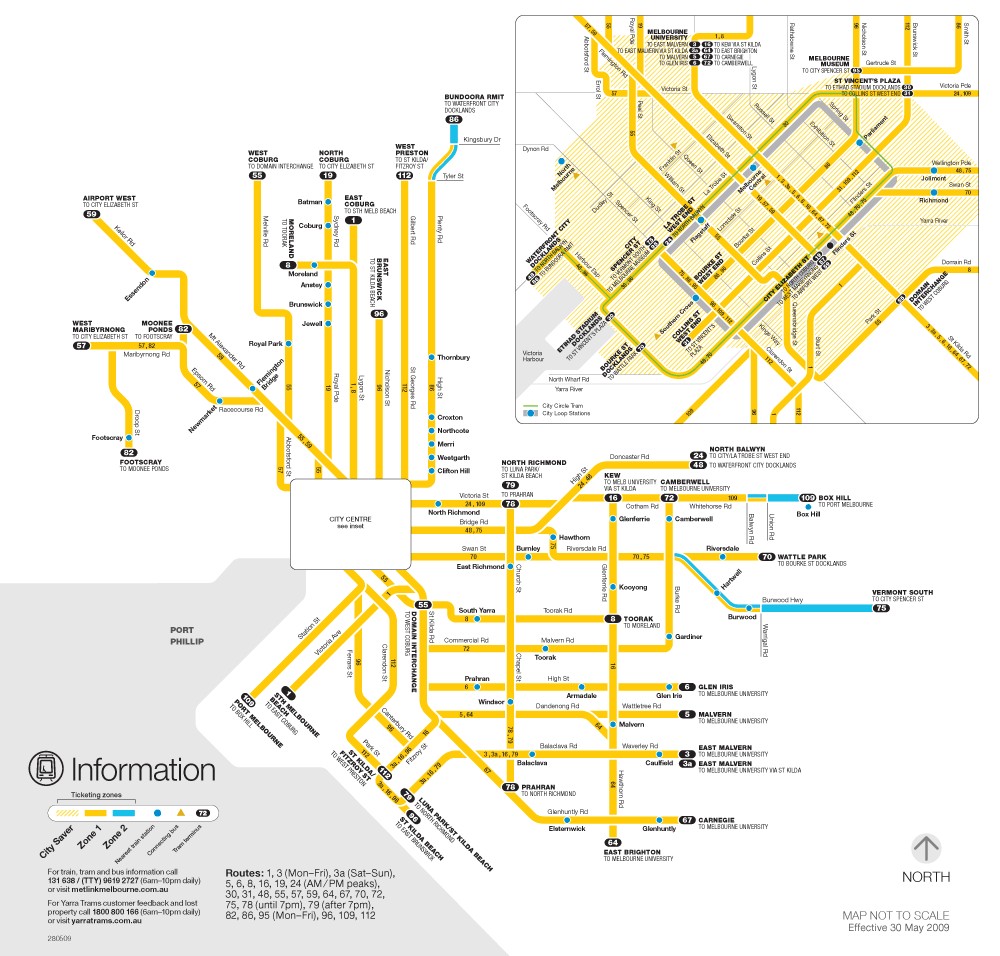
### MELBOURNE TRAIN NETWORK



Public transport information is available in different languages. Call the number next to the language in the table below:

|  |  |
| --- | --- |
| Arabic (03) 9321 5440 | Mandarin (03) 9321 5454 |
| Cantonese (03) 9321 5441 | Somali (03) 9321 5446 |
| Croatian (03) 9321 5442 | Spanish (03) 9321 5447 |
| Dinka (03) 9321 5452 | Sudanese Arabic (03) 9321 5453 |
| Greek (03) 9321 5443 | Turkish (03) 9321 5448 |
| Italian (03) 9321 5444 | Vietnamese (03) 9321 5449 |
| Macedonian (03) 9321 5445 | All other languages (03) 9321 5450 |

### MELBOURNE TRAM NETWORK



**AUSTRALIA**



### AUSTRALIAN CUSTOMS AND CULTURE

**Greetings**

**Weekend Activities**

**Diet**

**Outdoors & the beach**

**Sports**

**FESTIVALS**

New Year Eve &New Year Australian Day Labor Day Anzac Day Mother’s Day

Queen’s Birthday Father Day Melbourne Cup Day

Christmas Day

**EDUCATION IN AUSTRALIA**

**Important differences**

* Asking questions
* Requesting help from teacher
* Independent/ individual study
* Homework & Study routine
* Research
* Excursion/Camp
* Careers Counselor
* Student Welfare Officer
* Student Service Leaders
* Coordinators

**SUNSHINE COLLEGE.**

**Student Diary**

Study program – Enter your subjects here:

**COLLEGE DIARY**

Important dates – Refer to the list of important dates given to all student/ guardians/ welfare supporters and host families

**EMERGENCY CONTACTS**

Telephone 000

Ambulance Fire

Police

Welfare Support/ Guardian

International Student Coordinator

**SUNSHINE COLLEGE**

Tel (+613) 8311 5200

Fascimile (+613)

Homestay

**TELEPHONE & COMPUTERS**

International calling

Mobile phones

Pre-paid& Contracts

Internet costs

Sharing/ Individual

My email address@sunshine

**VISA CONDITIONS SUMMARY**

* **PERSONAL DETAILS** We must always have your correct details on file
* **STUDY PROGRAM** You must be engaged in a full-time study program

You must maintain satisfactory grades

* **ATTENDANCE** You must attend 100% of classes, and college program

activities. Your attendance is checked every lesson and

this is entered onto the computer system. The system checks your attendance every day