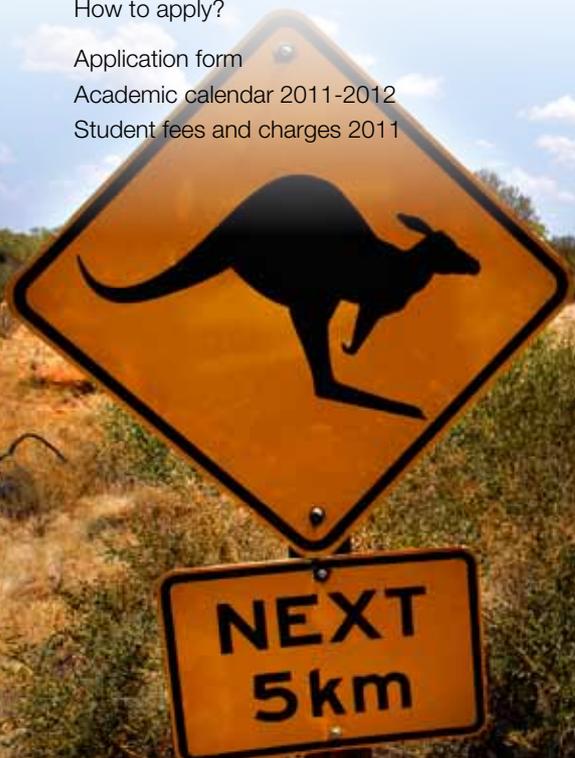


Student Prospectus MIT Sydney Campus 2011



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Practical Excellence

Welcome to MIT Sydney Campus

We are delighted that you are considering MIT Sydney as a fast track to your dream career.

We are a dynamic and fast growing Australian Higher Education institution.

We specialise in the delivery of undergraduate and postgraduate degree courses in Business and Information Technology, with an accompanying suite of university pathway diplomas. Our courses are delivered with an emphasis on personalised service and care, by our highly qualified and professionally experienced academic body.

In early 2010, MIT was acknowledged for high-quality courses, and commended for its student-focused practice in teaching and learning by the Australian Universities Quality Agency. To improve even further on this achievement, we have recently put into place enhanced governance and academic decision making processes to ensure that the education we provide to you is superior and reinforces our motto of 'Practical Excellence'.

We acquired the iconic Argus site in the heart of Melbourne in 2010, which is now being converted into a world class teaching and learning facility. It will provide a head campus for MIT equal to the best in Australia.

As an MIT student you have access to a wide range of free support services that can help you realise your potential. These services include personal counselling and support, peer-to-peer academic mentoring, study skills workshops, and career counselling. You also have access to our Internship Program, designed to bridge the gap between academic studies and the workforce and to provide you with real workplace experience.

Over the years we have built a first class reputation for producing graduates who are 'job ready', and professionally qualified to begin rewarding careers in their chosen field.

I wish you every success in your studies and I hope to welcome you to the MIT community.



Shesh Ghale
Chief Executive Officer

Established in the mid-nineties – MIT is one of Australia's leading private Higher Education Institutions focusing on issues and challenges confronted by students from diverse backgrounds.

MIT offers first class facilities, caring teachers, smaller class sizes, and comprehensive student support and career development services. MIT provides relevant, high quality, and professionally accredited courses in the focused areas of Business and Information Technology, at university pathway, undergraduate and postgraduate levels.

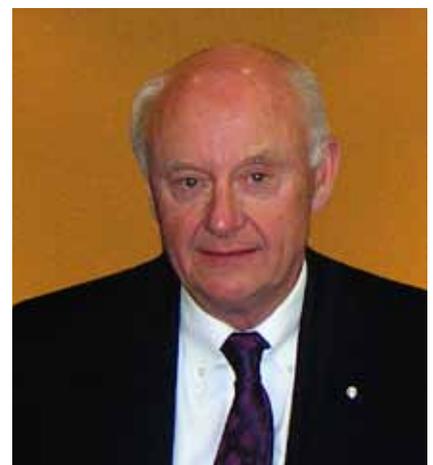
Since its inception, MIT has grown from strength to strength in both its size and standing. I hope I will be able to help MIT to ultimately become a University College.

In keeping with its mission to become a University College, MIT has established the Higher Education Governing Council (HEGC) and the Academic Board – comprising mostly of external, independent members who are highly regarded in their field. These boards are responsible for establishing policies, guidelines and practices that represent best practice in Universities and other institutions of higher education.

The caring, personalised help and supportive environment at MIT, together with the dedicated and committed academic and general staff mean that MIT is something of a "personal trainer" to each of its students.

I hope I shall have the opportunity of welcoming you to the MIT family.

Good luck with your studies.



Professor John Rickard
Chair, HEGC

Why choose MIT Sydney Campus?

MIT feels more like a university college than a huge suburban campus.

We provide a more personal education – with hands-on experience and guidance from experienced lecturers. Whether you come for a diploma or a degree, you'll be presented with new opportunities.

You will be challenged to succeed, encouraged to improve, motivated to learn new skills and develop new talents. You'll be supported by a faculty that wants you to succeed - every step of the way.



MIT helps you get there faster

MIT has three trimesters in one academic year, each trimester being equal to one traditional semester. This gives you an option to complete your degree faster than conventional semester systems at other universities. This can save you time and put you ahead of your peers in the employment market. For example, you could complete a three-year bachelor degree (traditionally completed over six semesters) in two years (completed over six trimesters). See page 6 for details.

Professional credibility

Our Accounting and IT courses are accredited by professional bodies such as the CPA Australia – Certified Practising Accountant Australia, ICAA – Institute of Chartered Accountants in Australia, NIA – National Institute of Accountants, and

ACS – Australian Computer Society.

Professional accreditation allows you to be part of the membership programs of the relevant professional bodies upon graduation. This gives you global credibility and recognition, access to industry networking events and professional development opportunities.

Smaller class sizes are better for learning

Our class sizes are smaller than traditional universities. This smaller class size encourages participation, develops confidence and ensures you receive academic support. MIT lecturers are encouraged to give students individual attention – helping make sure you understand the lessons – and giving you the support you need to help pass your course.

Janyce, France

Master of Professional Accounting Student

“The study environment, the staff, and the high quality courses put MIT on the top of the ladder.

Thanks to the MIT Internship Program, I have the opportunity to be trained by Pitcher Partners – one of the most recognised accounting firm in Australia!”



Maximise your career opportunities

Internships

The MIT Internship Program allows you to gain real world experience in your field. It helps you create a network of contacts, thus enhancing your employment prospects. All MIT Bachelor's and Master's degree students are given the opportunity to participate in the MIT Internship Program. MIT has internship agreements with various organisations, and we will assist you to secure an appropriate placement.

Career development

At MIT we are committed to helping you make a successful transition from study to employment.

Our career development services include career counselling, job search assistance, resume and interview skills training as well as workshops and seminars throughout the academic year to help develop your professional skills.

Meeting future employers

MIT holds regular employer seminars on our campuses. Employers are invited to speak about the work opportunities available when you graduate. These

seminars are a fantastic opportunity for you to learn more about graduate placements and to keep up-to-date on requirements for particular industries in Australia and overseas. This is an excellent opportunity for you to talk with people from leading organisations. People who can advise you how to improve your job prospects.

Realise your academic potential

Study Skills Program

The Study Skills Program can help you understand what is expected of you from an academic point of view. They help you improve the skills and techniques you need to achieve your academic goals. Various areas of study are covered by the program. These include: best practice for study, referencing, report writing, essay writing, paraphrasing, plagiarism, grammar, oral presentations, effective researching, time management and exam preparation. They also cover strategies for understanding concepts and applying them successfully.

MIT Mentor Program

The Mentor Program provides assistance in a specific unit of study. You can participate either in private one-on-one

consultations or small group setting. The Mentor Program gives you a chance to talk to academically excellent and more experienced senior students. They are there to provide you with support and guidance whenever required.

Personal support

Counselling and support

Studying in a new environment can sometimes be an overwhelming experience.

We have a qualified counsellor available to provide free confidential counselling and support. She can provide advice on a wide range of personal or welfare matters. If there's an issue affecting your study or your life, she is here to lend an ear, and lend a hand. Our counsellor is committed to understanding your situation, and exploring with you the possibilities for bringing about positive changes.

Student activities

The MIT Student Services department runs a number of recreational events for students to attend throughout the year. These events are a great way to meet other students and make new friends while having fun.

Sydney Campus



The MIT Sydney campus is located in Sydney's Central Business District (CBD) next to the Darling Harbour, one of the city's largest shopping, food and entertainment precincts.

The campus is just a short walk from the Pitt Street Mall, Queen Victoria Building and Chinatown, and provides easy access to public transport and all the facilities of a world class city.

Campus facilities and services include excellent teaching and learning facilities, modern computer labs, wireless internet, comprehensive library with the latest electronic information services, bookshop, student lounge, prayer room, campus security, first-aid facilities, study support and counselling.

Programs offered at this campus include: Business, Accounting, Information Technology and English Language.

Travelling to Sydney campus

MIT Sydney campus is easily reached by bus, train, ferry or car. For Sydney public transport information, please visit www.131500.info.



Teaching and learning styles

A wide range of teaching and learning methods

MIT gives you lots of different ways to learn. Units are taught using a range of methods including: lectures, seminars, tutorials, studio and laboratory sessions, group discussions and projects, individual research projects, class presentations, case methods and industry based projects.

As a rule, you will learn the core information in larger lectures. These are followed by smaller group practicals that allow you to further explore what you've been taught. Great importance is placed on understanding and applying theories and concepts. You will also be encouraged to critically examine different viewpoints of those theories.

You are an independent individual

All MIT students are encouraged to ask questions and express personal viewpoints. You will be expected to spend a minimum of five to six hours per week on independent study for each unit of study.

As with all universities, you will be expected to take responsibility for your own learning, and develop your own mature self-directed learning habits.

Help when you need it

To help you, there are Study Skills workshops and Mentor assistance offered throughout the trimester for students needing help with particular units of study, or wanting to further develop their learning and personal management skills.

Get industry insights

Industry guest speakers and lecturers from other Universities are invited to conduct seminars at MIT throughout the year. These seminars give you important insights into industry and help you expand your overall knowledge.

The benefits of smaller classes

Unlike most universities, MIT has classes of around 20 or 30, not 200 or 300.

This allows greater access to lecturers. It gives students the chance to get more one-on-one teaching and promotes more active participation in class discussions.

Assessment methods

Assessment is continuous throughout the trimester. Depending on the unit of study, this may include practical assignments, individual and group projects, class presentations, tutorial and laboratory work, essay and report writing, class participations, class tests and a final examination.

Advanced standing & credit transfers

If you have completed relevant studies elsewhere, you may be eligible for credit exemptions towards your course at MIT. Applications for advanced standing will be considered on a case-by-case basis. Any applications must be accompanied with a complete transcript of results and full syllabus of the units completed.

The trimester advantage

The MIT trimester system offers a number of benefits over the conventional semester systems at other universities. These benefits include fast track option, flexible commencement, and learning at your own pace. See page 6 for details.

Some common terms

Undergraduate study

An undergraduate course is a post-secondary course available at a higher education institution. Courses include Diplomas and Bachelor degrees.

Postgraduate study

Postgraduate course refers to courses beyond Bachelor Degrees. These include Graduate Diplomas and Master Degrees.

Course (or program)

A course (or program) is a sequence of study leading to an award such as Diploma, Bachelor Degree, Graduate

Diploma or Master Degree. A course (or program) is made up of a number of units.

Unit of study (unit)

A unit is an individual subject or component of study within a course, and normally has duration of one trimester.

Compulsory/Core units

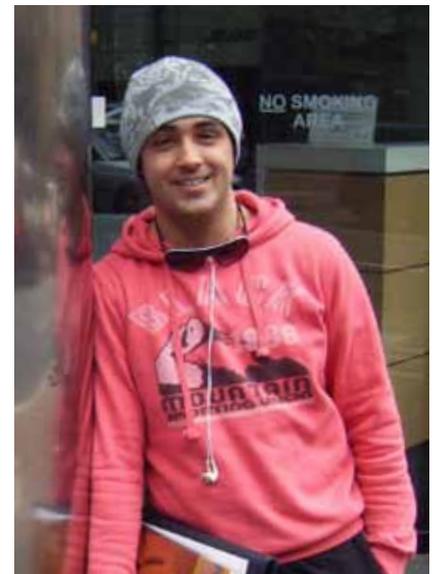
Compulsory units must be studied to complete the requirements of the course.

Elective units

Electives are units that students may choose from. Some courses may require a number of electives to be studied as part of the course requirement.

Prerequisites

Prerequisites are units or other requirements, which must be completed before a student is able to enrol in a particular unit.



Adam, Australia

Bachelor of Networking Student

“The smaller class sizes means more time for teachers to help you out with those things you just can't grasp.”

Get there faster – at MIT

The trimester advantage

MIT gives you the opportunity to complete your degree faster.

Most universities work to a semester system – offering two study terms of around four months.

MIT works to a trimester system – offering three study terms of 3.5 months. Each trimester is the equivalent of a traditional semester.

Students can choose to attend MIT for all three trimesters or may opt for a more traditional university year – using the trimesters starting in March and July.

Get there faster

Our courses require similar amounts of study to other institutions. But, using the trimester system, courses can be completed faster. A diploma course can be completed in eight months. A degree course (which normally takes three years – using six traditional semesters) can be completed in two years (using six trimesters). This can save you time

and put you ahead of your peers in the employment market.

Flexible commencement with three course intakes per year

The trimester system at MIT also allows for three course intakes per year: March, July and November. So you can start your studies earlier, or later. Whichever is most convenient for you.

Learn at your own speed

You can (with the approval of your Course Coordinator) spread a traditional two-semester year over three trimesters – doing fewer units in each, to allow for work commitments or family situations.

You can use the November trimester to catch up on units you weren't able to complete in your prior trimester.



How the trimesters work

One academic year at MIT consists of three trimesters.

- Trimester 1, commencing in March
- Trimester 2, commencing in July
- Trimester 3, commencing in November (optional/fast track)

The following table illustrates some possible study options under the MIT trimester system:

Study option	Trimester 1 Mar – Jun	Break 3 weeks	Trimester 2 Jul – Oct	Break 3 weeks	Trimester 3 Nov – Feb	Break 3 weeks	Trimester 1 Mar- Jun (following year)
March entry, standard study	4 first-year units		4 first-year units				4 second-year units
March entry, fast track study	4 first-year units		4 first-year units		4 second-year units		4 second-year units
March entry, spread study	3 first-year units		3 first-year units		2 first-year units		3 second-year units
Mid-year / July entry, fast track study			4 first-year units		4 first-year units		4 second-year units
Summer / November entry, fast track study					4 first-year units		4 first-year units

Please note that all above examples are based on full-time study mode only.



Ellise, Australia
Bachelor of Business Student

“ I chose MIT because of the trimester year which meant that I could start early and not have to wait until March the following year. I also received one-year credit for my previous study. I’m really enjoying the individual attention that I’m receiving with the small class sizes. ”

University pathway

You don't always need to do first year uni to get into second year uni.

If you spend eight months at MIT gaining a Diploma in Business or IT, you could go straight to second year Uni the following year.

How it works

If you've missed out on University, or didn't meet the requirement for direct entry into a University degree, an MIT Diploma course can still get you in.

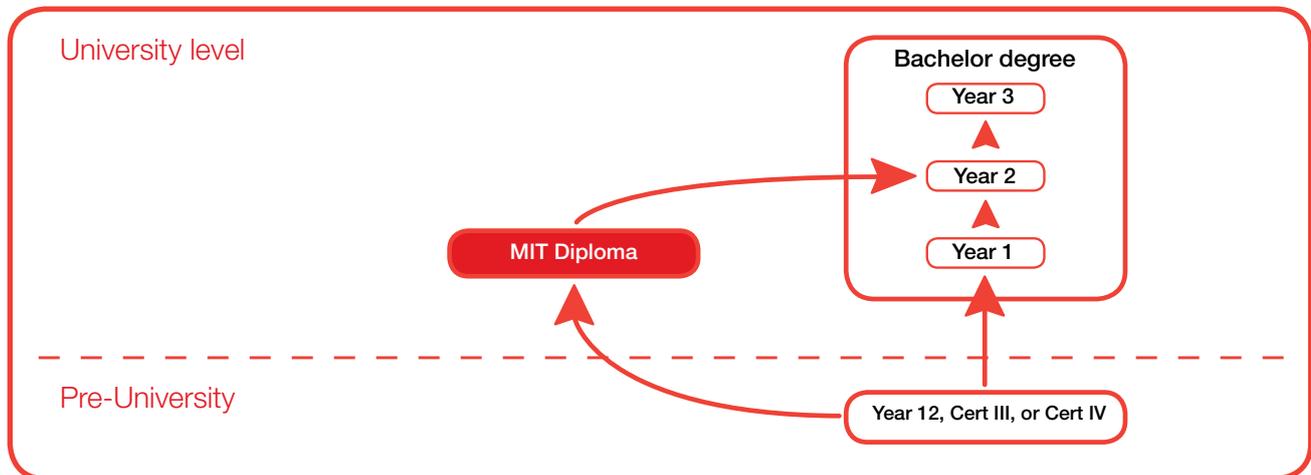
And you don't need to do the diploma and then do first-year uni. An MIT Diploma can give you the ultimate pathway into second-year University.

The MIT Diploma courses take two trimesters (8 months) to complete. The units are equivalent to the first-year of relevant Bachelor degrees at MIT and other Australian Universities.

Once you have successfully completed your MIT Diploma, you could enter the second-year of a relevant Bachelor degree at MIT, University of Ballarat,

Deakin University, Swinburne University of Technology, Monash University, or Queensland University of Technology.

Students who wish to apply to another university should contact the relevant university for entry requirements and process.



Your second-year University options:

Year 1	Year 2	Year 3
	MIT - Bachelor of Business in Accounting, Management, or Marketing	
	Deakin University - Bachelor of Commerce * - Bachelor of Management *	
	<i>* Additional subjects may be required if students wish to undertake more than one major sequence.</i>	
Diploma of Business	Swinburne University of Technology - Bachelor of Commerce (Finance) - Bachelor of Commerce (Human Resource Management) - Bachelor of Commerce (Management) - Bachelor of Commerce (International Business) - Bachelor of Commerce (Marketing) - Bachelor of Commerce (Entrepreneurship and Innovation)	
	University of Ballarat - Bachelor of Commerce (Accounting) - Bachelor of Management (Management OR Marketing)	

Diploma of Information Technology	MIT - Bachelor of Networking, specialising in Network Security, Mobile Technologies, Enterprise Networks, or System Analysis
	Monash University - Bachelor of Information Technology and Systems
	Queensland University of Technology - Bachelor of Information Technology * <i>* Minimum overall GPA of 5 (on a 7 point scale) required.</i>
	University of Ballarat - Bachelor of Information Technology - Bachelor of Business Information Systems
Diploma of Networking	MIT - Bachelor of Networking, specialising in Network Security, Mobile Technologies, Enterprise Networks, or System Analysis
	Monash University - Bachelor of Information Technology and Systems
	University of Ballarat - Bachelor of Information Technology - Bachelor of Business Information Systems

Fast track into second-year Uni

The MIT trimester system gets you where you're going faster. It gives you an option to get into a second year bachelor degree ahead of your peers. If you are commencing your diploma later in the year, you can use the trimester system to catch up with students who started earlier in the year. This table illustrates some possible study options for MIT diploma courses:

Study option	Trimester 1 Mar – Jun	Break 3 weeks	Trimester 2 Jul – Oct	Break 3 weeks	Trimester 3 Nov – Feb	Break 3 weeks	Trimester 1 Mar – Jun (following year)
March entry, standard study	4 diploma units		4 diploma units				Enter second-year Bachelor degree
March entry, fast track study	4 diploma units		4 diploma units		Enter second-year Bachelor degree		Continue Bachelor degree
Mid-year / July entry, fast track study			4 diploma units		4 diploma units		Enter second-year Bachelor degree
Summer / November entry, fast track study					4 diploma units		4 diploma units

Please note that all above examples are based on full-time study mode only.



A faster path from diploma to degree

MIT offers students with a TAFE/VET Diploma a faster way to get a Bachelor degree. You can get up to 1.5 year's credit for your diploma and transfer into a relevant Bachelor degree at MIT. Then, fast track your degree in just one year.

This covers all MIT degrees in Accounting, Management, Marketing and Computer Networking.

How it works

The MIT Fast Track option means diploma students can complete a degree in just one year.

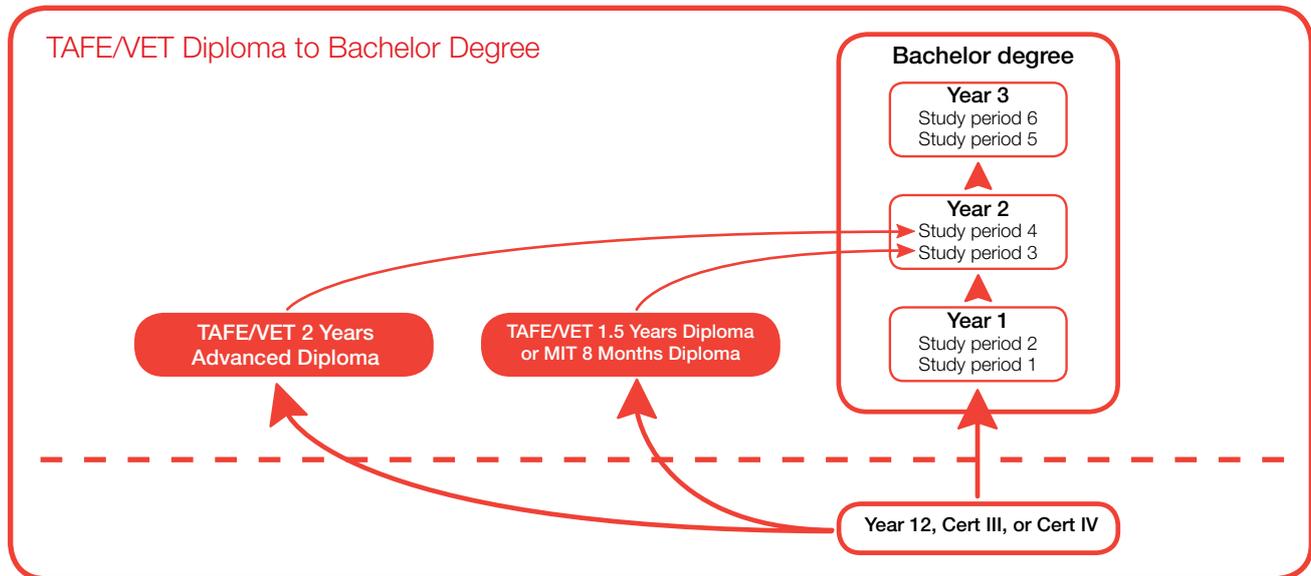
TAFE/VET graduates with a relevant 1.5-year diploma could be eligible to receive

up to one year's credit transfer into a relevant Bachelor degree.

TAFE/VET graduates with a relevant 2-year Advanced Diploma could be eligible to receive up to 1.5 year's credit transfer into a relevant Bachelor degree.

The secret of the trimester system.

By completing your degree over three trimesters, you can have your degree finished in one year.



Bachelor degree options

- Bachelor of Business in Accounting, Management, or Marketing
- Bachelor of Networking, specialising in Network Security, Mobile Technologies, Enterprise Networks, or System Analysis

Fast track your future

The following table illustrates some possible study options for the MIT degree courses with 1.5 years advanced standing:

Study option	Trimester 1 Mar - Jun	Break 3 weeks	Trimester 2 Jul - Oct	Break 3 weeks	Trimester 3 Nov - Feb	Break 3 weeks	Trimester 1 Mar - Jun (following year)
March entry	4 degree units		4 degree units		Final 4 degree units		
Mid-year / July entry			4 degree units		4 degree units		Final 4 degree units
Summer / November entry					4 degree units		4 degree units

Please note that all above examples are based on full-time study mode only.

Careers in Accounting, Management & Marketing

Welcome to the School of Business

The modern global economy requires a workforce that combines a strong grasp of business concepts with the ability to communicate. Employers are looking for graduates with skills in leadership, teamwork and an appreciation of cultural diversity. The MIT School of Business seeks to meet the challenge of providing quality business graduates for prospective employers.

Whether your interest is Accounting, Management or Marketing, MIT will help prepare you for the real world. Every member of our faculty brings real world

experience into the classroom - so you don't just learn the theory, you learn from their experience as well.

With this in mind, the MIT School of Business has developed Diploma, Bachelor and Master Degree programs in consultation with business and industry. Our faculty is committed to giving you the best possible education. Our aim is to assist you to develop the business skills and international perspective that will assist you when you head out to join the workforce.

Cassandra, Australia
Bachelor of Business Student

“I chose MIT because they offer specialised courses.

I'm getting excellent results and last term gained three High Distinctions and one Distinction.

When I finish my studies I'd love to work for a multinational company in a marketing or management role.”





Diploma of Business

CRICOS Course code: 072665G

Duration: 2 trimesters

Intake: March, July, November

Course overview

The Diploma of Business provides broad-based business knowledge and skills, particularly in the areas of management, marketing, communications, accounting, economics, law, and the use of computer applications in the business environment.

This course is designed to prepare you for entry into the second-year of a relevant Bachelor degree, and it provides the foundation for more focused further study. Upon completion of the course, you will also receive a recognised Higher Education Diploma, which you can use to pursue employment opportunities.

Key features of the Diploma of Business include practical application of the relevant business fundamentals and collaborative learning.

Opportunities

The knowledge and skills gained from the Diploma of Business can be applied within a wide range of careers in both public and private sectors.

Accreditation and recognition

The Diploma of Business is accredited by the Victorian Registration and Qualifications Authority (VRQA) and Department of Education & Training (DET) New South Wales.

Entry requirements

As a minimum, applicants must have successfully completed an Australian Year 12 or equivalent. For further information, please contact the MIT Admissions Department.

Course structure and further studies

Diploma of Business

Teaching period 1

- Effective Participation at Work
- Information Technology for Users in Organisations
- Marketing to Customers
- Organisational Structures and Processes

Teaching period 2

- Accounting and Business Decisions
- Economics and Business Decisions
- The Legal Environment and Business Decisions
- Today's Manager

All units are subject to change through the processes of regular course revision. There is no guarantee that every unit will be offered in any particular trimester.

Entry into second-year Bachelor degree at MIT

- Bachelor of Business in Accounting, Management, or Marketing

Entry into second-year Deakin University

- Bachelor of Commerce *
- Bachelor of Management *

** Additional subjects may be required if students wish to undertake more than one major sequence.*

Entry into second-year Swinburne University of Technology

- Bachelor of Commerce (Finance)
- Bachelor of Commerce (Human Resource Management)
- Bachelor of Commerce (Management)
- Bachelor of Commerce (International Business)
- Bachelor of Commerce (Marketing)
- Bachelor of Commerce (Entrepreneurship and Innovation)

Entry into second-year University of Ballarat

- Bachelor of Commerce (Accounting)
- Bachelor of Management (Management OR Marketing)

Bachelor of Business

Majors in: Accounting, Management & Marketing

CRICOS Course code: 072668D

Duration: 3 years

Intake: March, July, November

Course overview

Business makes things happen. It affects every aspect of our society. Whether you want to own your own business or contribute to the success of an organisation, whatever you want to achieve, business expertise can help you get there.

The study of Business at MIT is not just about being a good accountant, a competent manager or a skilled marketer. It is, more importantly, about providing you with a solid grounding in the world of business and enabling you to make the right choice, whether you choose to major in accounting, management or marketing.

The course aims to provide you with knowledge and skills in a range of key business disciplines, along with employability skills such as communication, collaboration, problem solving, self-direction and leadership. Skills necessary to understand, participate and lead in the modern business world.

Accreditation and recognition

The Bachelor of Business is accredited by the Victorian Registration and Qualifications Authority (VRQA) and Department of Education & Training (DET) New South Wales.

Professional accreditation and memberships

The Bachelor of Business with Accounting major is accredited by CPA Australia - Certified Practising Accountant Australia (see www.cpacareers.com.au), ICAA – Institute of Chartered Accountants in Australia (see www.icaa.org.au), and NIA - National Institute of Accountants (see www.nia.org.au). Upon successful completion of the course graduates will be eligible to apply for associate membership of both CPA Australia and NIA. You will also be eligible for entry into the CPA Program of CPA Australia and the CA Program of the ICAA.

TAFE Credit transfers

TAFE graduates with a relevant 1.5-year diploma could be eligible to receive up to one year's credit transfer. TAFE graduates with a relevant 2-year Advanced Diploma could be eligible to receive up to 1.5 years credit transfer. For further information, contact the MIT Admissions Department.

Course structure

In the first year you will undertake a range of core business units, which will provide you with a solid foundation of the business world and enable you to decide on a major. In the second and third years the Bachelor of Business specifically prepares you to work in areas such as accounting, business management and marketing (see pages 15). The units you take depend on the major you selected. The capstone industry based project allows you to bring together what you have learned during the program and apply it to real-life situations, providing you with real-world experience and insight, as well as further strengthening your knowledge and skills in your area of study.

Entry requirements

As a minimum, applicants must have successfully completed an Australian Year 12 or equivalent. For further information, please contact the MIT Admissions Department.





Bachelor of Business – continued

Sample course plan

Teaching period 1

- Effective Participation at Work
- IT for Users in Organisations
- Marketing to Customers
- Organisational Structures & Processes

Teaching period 2

- Accounting and Business Decisions
- Economics and Business Decisions
- The Legal Environment and Business Decisions
- Today's Manager

Teaching period 3

- Measurement and Analysis for Business Decision Making
- Developing High Performance Teams

Plus two units specified in your selected major sequence

Teaching period 4

Four units specified in your selected major sequence

Teaching period 5

Four units specified in your selected major sequence

Teaching period 6

Four elective units

OR

Two elective units, plus Industry Based Project 1

OR

Two elective units, plus Industry Based Project 2

All units are subject to change through the processes of regular course revision. There is no guarantee that every unit will be offered in any particular trimester.

Jamie, Australia
Bachelor of Business Student

“I’ve made some great new friends at MIT and my grades are excellent. I’m achieving what I had set out to do. When I finish my studies I hope to open my own business and be very successful.”

Accounting major

Accounting is the “language of business.” It is a system that collects, measures, and communicates all relevant financial information that an entity or a business requires for managing, reporting, resource allocation and decision making purposes. Accounting is how business records, verifies, and reports values of assets, liabilities, income and expenses.

The Accounting major, which can be undertaken as part of the Bachelor of Business, will prepare you for one of the most sought after business professions.

Opportunities

As a graduate of the Accounting major, you may find employment within all areas of commerce, industry and government, in areas of corporate accounting, financial accounting/reporting, managerial accounting, auditing and assurance, taxation and investments.

Sample major sequence

Teaching period 3

- Accounting Systems and Processes
- Financial Accounting

Teaching period 4

- Today's Accounting Practitioner
- Management Accounting
- Corporations Law

Plus one elective unit

Teaching period 5

- Finance
- Auditing
- Taxation Law
- Accounting Theory

Management major

Management is the process of planning, organising, directing, and monitoring the available company resources (including human, financial, and technological resources) to accomplish company goals and objectives, efficiently and effectively.

The Management major, which can be undertaken as part of the Bachelor of Business, will prepare you for real-world business outcomes, whether you wish to start your own business or work for one.

Opportunities

As a graduate of the management major, you may wish to start your own business, or seek employment within a wide range of public and private enterprises, in areas of business administration, operations management, human resource management, quality assurance, project management, change management, strategic management, risk management, management consulting. As well as training, development, and productivity improvement programs,

Sample major sequence

Teaching period 3

- Contract Management
- Appraising and Managing Performance

Teaching period 4

- Budgeting and Planning for Managers
- Project Management
- Continuous Quality Improvement
- Management of Change and Organisational Development

Teaching period 5

- Strategic Business Planning
- Strategic Risk Management
- Effective Customer Service
- Change Management

Marketing major

Marketing is the process of understanding, identifying, and anticipating consumer needs and wants, and then creating, communicating, and delivering a product or a service that satisfies the consumer's requirements, profitably. Marketing enables organisations to anticipate and respond to market demands, quickly and effectively and, therefore, maintain the organisation's competitive edge in the dynamic global marketplace.

The Marketing major, which can be undertaken as part of the Bachelor of Business, will provide you with the skills, knowledge, and tools required to deal with the complexities and challenges of the global marketing environment.

Opportunities

As a graduate of the marketing major, you may find employment within a wide range of public and private enterprises, in areas of marketing communication, advertising, market research, strategic marketing and planning, retailing, sales, services, direct marketing, product management, new product development, brand management, distribution, account/relationship management, public relations, international marketing and marketing consulting.

Sample major sequence

Teaching period 3

- Business to Business Marketing
- Understanding Buying Behaviour

Teaching period 4

- Market Research Methods
- Services Marketing
- Product Development and Management
- Marketing Law

Teaching period 5

- Applied Marketing Research
- Marketing Communications
- Marketing Strategy
- International Marketing

All units are subject to change through the processes of regular course revision. There is no guarantee that every unit will be offered in any particular trimester.

Graduate Diploma of Accounting

CRICOS Course code: 072671J

Duration: 2 trimesters

Intake: March, July, November

Course overview

The Graduate Diploma of Accounting encompasses the first year of MIT's Master of Professional Accounting. It provides an overview of the field of accounting, with specialised knowledge of computerised accounting, financial accounting, and management accounting. Students gain essential skills in business communication. Students also gain knowledge and develop competencies and capabilities in other key areas of business, including at least three of the following: quantitative methods, management, marketing, economics and commercial law.

With the Graduate Diploma of Accounting, we aim to provide a pathway for individuals who have already completed a Bachelor degree to gain commercially important professional skills in accounting and commerce. Through the course, students will gain skills in applying accounting practice to meet the demands of both small and large organisations.

Accreditation and recognition

The Graduate Diploma of Accounting is accredited by the Victorian Registration and Qualifications Authority (VRQA) and Department of Education & Training (DET) New South Wales.

Professional accreditation and memberships

The Graduate Diploma of Accounting contains units equivalent to the first year of the Master of Professional Accounting. As such, it does not contain all the required units to meet the requirements of the professional bodies such as the CPA Australia, ICAA and NIA. Please refer to the Master of Professional Accounting for further information on professional accreditation and memberships.

Entry requirements

As a minimum, applicants must have successfully completed a Bachelor degree of at least three years duration, or completed a 3 year tertiary diploma. For further information, please contact the MIT Admissions Department.

Course structure

Eight units of 15 credit points each over two trimesters.

Sample course plan

Core Units

- Introduction to Accounting
- Computerised Accounting
- Communication
- Financial Accounting
- Management Accounting

Electives (choose 3)

- Marketing and Management
- Quantitative Methods
- Commercial Law
- Economics

Rules of progression

Introduction to Accounting is a prerequisite for Financial Accounting and Management Accounting. It is co-requisite with Computerised Accounting.



Master of Professional Accounting

CRICOS Course code : 072673G

Duration: 2 years

Intake: March, July, November

Course overview

Accounting is often referred to as the “language of business.” It is a system that collects, measures and communicates all relevant financial information that an entity or a business requires for managing, reporting, resource allocation and decision making purposes. Accounting verifies and reports the values of assets, liabilities, income and expenses.

The MIT Master of Professional Accounting (MPA) allows students from non-accounting backgrounds to gain professional knowledge and skills necessary to enter the accountancy profession. The course also enables graduates to meet the academic requirements for membership of professional accounting bodies such as the CPA Australia, the ICAA and the NIA.

The course presents a theoretical and practical program, which is designed to develop your knowledge and skills in the collection, selection, analysis, evaluation and the presentation of financial and related information. The course also emphasises the development of key employability skills such as communication, collaboration, problem solving, self-direction and leadership.

Accreditation and recognition

The Master of Professional Accounting (MPA) is accredited by the Victorian Registration and Qualifications Authority (VRQA) and Department of Education & Training (DET) New South Wales.

Opportunities

The MPA will prepare you for one of the most sought after business professions. As an MPA graduate, you may find employment within all areas of commerce, industry and government, in areas of corporate accounting, financial accounting/reporting, managerial accounting, auditing and assurance, taxation, and investments,

Professional accreditation and memberships

The MIT MPA course is accredited by CPA Australia - Certified Practising Accountant Australia (see www.cpacareers.com.au), ICAA – Institute of Chartered Accountants in Australia (see www.icaa.org.au), and NIA - National Institute of Accountants (see www.nia.org.au). Upon successful completion of the course graduates will be eligible to apply for associate membership of both CPA Australia and NIA. You will also be eligible for entry into the CPA Program of CPA Australia and the CA Program of the ICAA.

Entry requirements

As a minimum, applicants must have successfully completed an approved undergraduate degree, equivalent to an Australian Bachelor degree. For further information, please contact the MIT Admissions Department.

Course structure

The course has been structured as a holistic program. Traditional accounting subjects are included along with subjects from broader business fields such as

management, business computing, business law, marketing and ethics, as well as interpersonal and communication skills.

Sample course plan

Teaching period 1

- Introduction to Accounting
- Computerised Accounting
- Communication
- Quantitative Methods

Teaching period 2

- Financial Accounting
- Commercial Law
- Management Accounting
- Marketing and Management

Teaching period 3

- Corporate Accounting
- Company Law
- Taxation Law
- Economics

Teaching period 4

- Advanced Financial Management
- Auditing
- Accounting Theory
- Ethics

All units are subject to change through the processes of regular course revision. There is no guarantee that every unit will be offered in any particular trimester.

Lalit, India

Master of Professional Accounting Graduate

“Currently, I work for Mercer Australia as a Client Fund Administrator. Mercer is the global leader for trusted human resources and related financial advice, products and services. The qualification from MIT has made it possible for me to be here and enjoy my life and look forward to my dreams.”

Careers in Information Technology & Computer Networking

Welcome to the School of Information Technology

Computer networking is the number one growth area for graduate opportunities globally. Employment opportunities in computer networking are expected to grow by more than 50% over the next five years.

MIT's School of Information Technology has a particular focus on this exciting area. We offer a full range of courses, from Diploma to Master degree.

Our Networking courses are developed and delivered by highly qualified staff. We have smaller classes than most other universities – so we offer a more personalised learning environment.

Our networking courses include hands-on, practical learning experiences with Cisco, Microsoft, and OPNET hardware and software. Students gain skills in network management, network and system

administration as well as network analysis and design. Key topics include network security, wireless networks, mobile applications, virtualisation and project-based learning.

These technical skills are complemented by lessons in communication, project management and professional development.

If you are serious about getting a great foundation for a fulfilling career in one of the world's fastest growing professions, please join us at MIT.

Tendai, Zimbabwe
Bachelor of Networking Student

“The faculty is highly committed, enthusiastic and willing to share their professional experiences.”



Diploma of Information Technology

CRICOS Course code: 072666F

Duration: 2 trimesters

Intake: March, July, November

Course overview

The Diploma of Information Technology covers a broad range of computing topics such as web technologies, operating systems, business information systems, multimedia systems, computer organisation and hardware, the basics of programming and database management systems.

This course is designed to prepare you for entry into the second-year of a relevant Bachelor degree, and it provides the foundation for more focused further study. Upon completion of the course, you will receive a recognised Higher Education Diploma, which you can use to pursue employment opportunities.

Key features of the Diploma of Information Technology include hands on practical experience with computer technologies and collaborative learning.

Opportunities

For graduates seeking immediate employment, the following are some of the entry level career opportunities: web designer, system administrator, help desk support, computer technician, database administrator, and IT sales consultant.

Accreditation and recognition

The Diploma of Information Technology is accredited by the Victorian Registration and Qualifications Authority (VRQA) and Department of Education & Training (DET) New South Wales.

Entry requirements

As a minimum, applicants must have successfully completed an Australian Year 12 or equivalent. For further information, please contact the MIT Admissions Department.

Course structure and further studies

Diploma of Information Technology

Teaching period 1

- Effective Participation at Work
- Web Systems
- Operating Systems
- Elective *

Teaching period 2

- IT for Users in Organisations
- Multimedia Systems
- Programming for Networking
- Database Technologies



Entry into second-year Bachelor degree at MIT

- Bachelor of Networking, specialisations available in: Network Security, Mobile Technologies, Enterprise Networks, and System Analysis.

Entry into second-year Monash University

- Bachelor of Information Technology and Systems

Entry into second-year Queensland University of Technology

- Bachelor of Information Technology *

* Minimum overall GPA of 5 (on a 7 point scale) required.

Entry into second-year University of Ballarat

- Bachelor of Information Technology
- Bachelor of Business Information Systems

All units are subject to change through the processes of regular course revision. There is no guarantee that every unit will be offered in any particular trimester.

* Electives can be taken from any diploma level Networking or Business units.





Diploma of Networking

CRICOS Course code: 072667E

Duration: 2 trimesters

Intake: March, July, November

Course overview

The Diploma of Networking emphasises the key areas of computer networking, including network technology, network protocols, data communications and web technologies. The course also covers other important areas of computing such as platform technologies, operating systems, business information systems, multimedia systems, the basics of programming and databases.

This course is designed to prepare you for entry into the second-year of a relevant Bachelor degree. It also provides the foundation for more focused further study. Upon completion of the course, you will also receive a recognised Higher Education Diploma, which you can use to pursue employment opportunities.

Key features of the Diploma of Networking include hands on practical experience with networking and computer technology as well as collaborative learning.

Opportunities

For graduates seeking immediate employment, the following are some of the entry level career opportunities: network administrator, network technician, network support, web designer, system administrator, help desk support, computer technician and IT sales consultant.

Accreditation and recognition

The Diploma of Netowrking is accredited by the Victorian Registration and Qualifications Authority (VRQA) and Department of Education & Training (DET) New South Wales.

Entry requirements

As a minimum, applicants must have successfully completed an Australian Year 12 or equivalent. For further information, please contact the MIT Admissions Department.

Course structure and further studies

Diploma of Networking

Teaching period 1

- Effective Participation at Work
- Web Systems
- Platform Technologies
- Operating Systems

Teaching period 2

- IT for Users in Organisations
- Networking Fundamentals
- Multimedia Systems
- Programming for Networking



Entry into second-year Bachelor degree at MIT

- Bachelor of Networking, specialisations available in: Network Security, Mobile Technologies, Enterprise Networks, and System Analysis.

Entry into second-year Monash University

- Bachelor of Information Technology and Systems

Entry into second-year University of Ballarat

- Bachelor of Information Technology
- Bachelor of Business Information Systems

All units are subject to change through the processes of regular course revision. There is no guarantee that every unit will be offered in any particular trimester.

Bachelor of Networking

CRICOS Course code: 072669C

Duration: 3 years

Intake: March, July, November

Course overview

The world is rapidly heading towards a digital revolution.

From e-commerce to internet banking, from communication to entertainment, from smart grids to healthcare systems, from sharing resources to collaborating, computer networks can assist in every aspect of life. They can improve efficiency across all business and decision-making processes. Demand for computer networking professionals to design, build, maintain, support and protect computer networks is fast growing as more and more people and businesses conduct their day-to-day activities and work over computer networks.

The MIT Bachelor of Networking, developed in consultation with industry and based on international best practice, will prepare you for one of the fastest growing professions today. The course aims to provide you with broad-based knowledge and skills in IT and Networking, as well as giving you in-depth knowledge and skills in network security, mobile technologies, enterprise networks or system analysis. The course also emphasises the development

of key employability skills such as communication, collaboration, problem solving and self-direction. It uses a studio-based learning model, including hands-on practical work with the latest networking technology and an industry-based project.

Accreditation and recognition

The Bachelor of Networking is accredited by the Victorian Registration and Qualifications Authority (VRQA) and Department of Education & Training (DET) New South Wales.

Opportunities

Computer Networking is one of the fastest growing professions today, and the demand is expected to keep growing. This is due to the rapid uptake of technology that is occurring as technology becomes increasingly more powerful, inexpensive and accessible. As a graduate of the Bachelor of Networking, you may find employment within a wide range of public and private enterprises, in areas of network management, system administration and ICT services delivery.

Career roles and options include: Network Architect, Network Engineer, Network Manager, Sales Engineer, Systems

Engineer, Technical support, Internet/ Intranet Administrator, Network Analyst, Network Design Engineer, Network Capacity Planner, Network Solutions Architect, Systems Engineer, Systems Analyst, System Administrator, Network Security Specialist, Mobile Applications Developer and Delivery Manager.

Course structure

The degree is made up of common core units, networking specialisation electives, business electives, and industry based projects.

The common core units, which you will undertake throughout the course, will provide you with comprehensive knowledge and skills in IT and Computer Networking. The specialisation you choose in the third-year will provide you with in-depth knowledge and skills in your selected discipline of network security, mobile technologies, enterprise networks or system analysis. The capstone industry-based project allows you to bring together what you have learned during the program and apply it to real-life situations. This real-world experience and insight further strengthens your work-ready skills.

Sample course plan

Teaching period 1

- Effective Participation at Work
- Web Systems
- Platform Technologies
- Operating Systems

Teaching period 2

- IT for Users in Organisations
- Networking Fundamentals
- Multimedia Systems
- Programming for Networking

Teaching period 3

- Professional Issues of IT
- Internetworking Technologies
- Network Security 1
- Database Technologies

Teaching period 4

- Project Management
- System Administration
- Local Area Networks
- Networked Applications

Teaching period 5

- Industry-Based Project 1
- Wide Area Networks
- Wireless Networks and Security

Plus one unit from: your selected Specialisation, Networking electives, or Business electives

Teaching period 6

- Industry-Based Project 2
- Virtual Private Networks

Plus two units from your selected specialisation, Networking electives, or Business electives

All units are subject to change through the processes of regular course revision. There is no guarantee that every unit will be offered in any particular trimester.

Electives

Network Security specialisation

- Computer Forensics
- Penetration Testing
- Security Management

Mobile Technologies specialisation

- Mobile Computing
- Mobile Applications
- Network Performance

Enterprise Network Management specialisation

- Enterprise Networks
- Network Design
- Network Performance

System Analysis specialisation

- Software Engineering
- System Architecture
- Enterprise Architecture

Business Electives

- Organisational Structures and Processes
- Accounting & Business Decisions
- Marketing to Customers
- Economics and Business Decisions
- Today's Manager

Electives can be chosen from units approved for each of the specialisations within this degree, and units of other MIT undergraduate courses, subject to approval by the Course Coordinator.

All units are subject to change through the processes of regular course revision. There is no guarantee that every unit will be offered in any particular trimester.

Professional accreditation and memberships

This course is accredited at the Professional Level by the Australian Computer Society (ACS). Upon successful completion of the course, you will be eligible for ACS membership.

TAFE Credit transfers

TAFE graduates with a relevant 1.5-year diploma could be eligible to receive up to one year's credit transfer. TAFE graduates with a relevant 2-year Advanced Diploma could be eligible to receive up to 1.5 year's credit transfer.

Entry requirements

As a minimum, applicants must have successfully completed an Australian Year 12 or equivalent. For further information, please contact the MIT Admissions Department.



Graduate Diploma of Networking

CRICOS Course code: 072670K

Duration: 2 trimesters

Intake: March, July, November

Course overview

The Graduate Diploma of Networking (GDNet) allows IT graduates seeking to update their knowledge and skills, or change their area of specialisation, to gain commercially valuable knowledge and skills in networking and system administration, opening doors to a range of new career opportunities.

This course aims to provide you with fundamental and advanced skills in network management, network security and system administration. The course also emphasises the development of key employability skills such as communication, collaboration, and problem solving. Hands-on practical work with the latest Cisco, Microsoft, and OPNET networking technology is an essential part of the course.

Accreditation and recognition

The Graduate Diploma of Networking is accredited by the Victorian Registration and Qualifications Authority (VRQA) and Department of Education & Training (DET) New South Wales.

Opportunities

As a graduate of the GDNet, you may find employment within a wide range of public and private enterprises, in areas of network management, system administration, and ICT services delivery.

Career roles and options include: System Administrator, Senior Sales Engineer, Senior Systems Engineer, Support Manager, Internet/Intranet Network Manager, Senior Network Analyst, Senior Network Security Specialist, Senior System Administrator and Help Desk Manager.

Course structure

The GDNet is the first year of the Master of Networking. Each unit consists of 20 credit points. A full time study load is 60 credit points per trimester. Four core units and two electives are required to complete the GDNet. Two electives are at Level 6 (Advanced Study), while two electives are at Level 4 (IT Fundamentals). Level 4 electives are also available for students who need to supplement their undergraduate degree course. Students without a relevant background or with gaps in their undergraduate course will need to

undertake these units to ensure they meet prerequisite requirements for the core units.

Professional accreditation and memberships

Upon successful completion of the GDNet you will be eligible to transfer into the second-year of the Master of Networking at MIT. The MIT Master of Networking is accredited at the Professional Level by the Australian Computer Society (ACS). Upon successful completion of the Master of Networking, you will be eligible for ACS membership.

Entry requirements

As a minimum, applicants must have successfully completed an approved undergraduate degree, equivalent to an Australian Bachelor degree, in the IT field. Students without a relevant background or with gaps in their undergraduate course will be assessed on a case-by-case basis, and will need to undertake Level 4 electives, to ensure they meet prerequisite requirements for the core units. For further information, please contact the MIT Admissions Department.

Sample course plan

Core units

- Network Management in Organisations
- Overview of Network Security
- Overview of Internetworking
- System Management

Level 4 - Requires Permission of Course Coordinator

- Overview of Networking
- Overview of Operating Systems

Level 6 - Advanced Study

- Networked Application Management
- Local Area Network Management

Alternative electives can be selected from any of the units of the Master of Networking at MIT, subject to the approval of the Course Coordinator.

All units are subject to change through the processes of regular course revision. There is no guarantee that every unit will be offered in any particular trimester.



Kapil, India

Master of Networking Graduate

“There are only a few education providers who offer degrees in Networking, and MIT is one of the best.”

Master of Networking

CRICOS Course code: 072672K

Duration: 2 years

Intake: March, July, November

Course overview

The world is rapidly heading towards a digital revolution where all aspects of work and life are assisted by computer networks. Demand for computer networking professionals to design, build, maintain, support, and protect computer networks is fast growing as more and more people and businesses conduct their day-to-day activities and work over computer networks.

The Master of Networking (MNet) allows IT graduates seeking to update their knowledge and skills, or change their area of specialisation, to gain commercially valuable knowledge and skills in networking and system administration, opening doors to a range of new career opportunities.

The course aims to provide you with a strong foundation in network management, system administration and network security. It also aims to give you in-depth knowledge and skills in one or more of the following: enterprise networks, network performance, mobile technologies, and system analysis. The course also emphasises the development of key employability skills, such as communication, collaboration, and project management through studio-based and project-based learning. Hands-on practical work with the latest Cisco, Microsoft, and OPNET networking technology is an essential part of the course.

Sample course plan

Core units

- Network Management in Organisations
- Overview of Network Security
- Overview of Internetworking
- Networked Application Management
- Local Area Network Management
- System Management
- Network Project Management
- Wide Area Network Management
- Wireless Networks and Security Management
- IT Security Management

Level 4 - Requires approval from the Course Coordinator

- Overview of Networking
- Overview of Operating Systems
- Object Oriented Software

Level 6 - Advanced Study

- Enterprise Network Design
- Network Performance and Optimisation
- Network Penetration Testing
- Mobile Application Management
- Virtual Private Networking

Course structure

Each MNet unit is 20 credit points, except for the Advanced Networking Project (40 credit points). A full time study load is 60 credit points per trimester. Ten core units and two electives are required to complete the MNet. Five electives are at Level 6 (Advanced Study), while three electives are at Level 4 (IT Fundamentals). Level 4 electives are also available for students who need to supplement their undergraduate degree course. Students without a relevant background or with gaps in their undergraduate course will need to undertake these units to ensure they meet prerequisite requirements for the core units.

Professional accreditation and memberships

This course is accredited at the Professional Level by the Australian Computer Society (ACS). Upon successful completion of the course, you will be eligible for ACS membership.

Entry requirements

As a minimum, applicants must have successfully completed an approved undergraduate degree, equivalent to an Australian Bachelor degree, in the IT field. Students without a relevant background or with gaps in their undergraduate course will be assessed on a case-by-case basis, and will need to undertake Level 4 electives, to ensure they meet prerequisite requirements for the core units. For further information, please contact the MIT Admissions Department.

- Advanced Networking Project (40 credit points) – approved projects only

Systems Analysis specialisation

- Overview of Software Engineering
- System Architecture
- Enterprise Architecture

All units are subject to change through the processes of regular course revision. There is no guarantee that every unit will be offered in any particular trimester.

Undergrad unit summaries

BN101

Effective Participation at Work

(see page 27)

BN105

Information Technology for Users in Organisations

(see page 27)

MIT530201

Organisational Structures & Processes

This unit is designed to expose students to the complexity of organisations and how they operate within the broader business environment. It examines the internal structures and operations of organisations and how these are changed to meet external influences. The unit introduces students to the fundamental principles and practices necessary to manage modern enterprises.

MIT533801

Economics and Business Decisions

The aim of this unit is to provide students with a foundation understanding and appreciation of economics and the ability to apply this to the analysis of business problems and economic issues.

MIT534601

The Legal Environment and Business Decisions

The aim of this unit is to provide students with an understanding of the role of law in society, how law is developed and changed. Upon completion of the unit, students develop an appreciation for how the legal environment can influence the decisions made in business.

MIT551901

Measurement and Analysis for Business Decision Making

The aim of this unit is to introduce students to the various statistical methods used to measure, describe and analyse data for the purpose of interpreting it and making business decisions. The unit has a strong practical emphasis. Case studies are used in this unit to explain why, how and when statistical methods are used to analyse data for decision making.

MIT565701

Accounting and Business Decisions

This unit introduces students to the role of accounting information in making business decisions. The unit assumes no prior knowledge of accounting and provides students with fundamental accounting knowledge and skills, which, as well as being of use in their own right, will provide a foundation for more advanced accounting studies.

MIT565802

Marketing to Customers

This unit introduces students to the basic principles and practices of marketing. It provides students with the opportunity to develop an appreciation and understanding of how the marketing mix is developed to create and communicate value for customers.

MIT565806

Project Management

This unit provides a fundamental approach to project management. The content covers the four phases of project management initiation, development, implementation and finalisation

with a focus on the early planning stages of project management. A variety of practical activities, including a simulation exercise, provide an opportunity for students to practise the concepts and techniques of project management. Development of the interpersonal skills vital to project success is integrated throughout the unit.

MIT565819

Effective Customer Service

This unit explores the importance of delivering exceptional customer service for both Internal and External customers. In addition students will develop an understanding of the importance for exceptional customer service, develop skills and knowledge to be able to provide exceptional customer service for IT support.

MIT634601

Marketing Law

This unit is designed to provide insights into the laws that affect the marketing of goods and services and their development, enabling students to apply the appropriate legal principles to practical problems in the field of marketing and marketing research.

MIT665704

Accounting Systems and Processes

This unit allows students to develop and enhance skills and understanding of accounting systems, internal controls, database management, enterprise resource systems and corporate governance. Upon completion, students will be able to recognize and appreciate the role of accounting information systems in corporate organisations.

MIT665705

Financial Accounting

This unit introduces students to the workings of a double-entry accounting system and extends their understanding of the basic principles of financial accounting. This introduction lays the foundation for later courses in financial accounting.

MIT665706

Budgeting and Planning for Managers

This unit allows students to develop an understanding of the business environment and the role of the manager in budgeting and planning. Students will develop an understanding of some basic cost accounting concepts and tools, their uses and limitations.

MIT665801

Today's Accounting Practitioner

This unit aims to provide students with an understanding of the regulation of financial reporting by Australian entities, and grounding in the requirements of key accounting standards, which affect financial reporting by virtually all Australian business entities. The unit also aims to develop and improve the student's ability to effectively communicate financial information to users of the financial reports.

MIT665803

Management Accounting

This unit aims to provide students with an understanding of management accounting information and to develop their expertise in the accumulation and assignment of cost accounting information. There is an emphasis on extending

the awareness of the internal and external factors influencing business operations and decisions, and the role played by the management accountant.

MIT665804

Developing High Performance Teams

This unit is designed to enhance the team leader's abilities in developing and maintaining a high performance team to achieve the outcomes required in today's contemporary organisations. A team leader needs to understand team functioning and be able to develop, manage and maintain this process.

MIT665805

Today's Manager

This unit is designed for those aspiring to a management role. In this unit you will learn how to manage personal work goals, set and meet your own work priorities, develop and maintain personal competence, manage performance of individuals in teams, address performance related issues, address issues and problems of individuals in teams, and build support and commitment within the work team.

MIT665806

Contract Management

This unit is designed to provide an understanding of the contract management process for those involved in the buying or selling of goods and services. A variety of practical activities, including exercises, a case study and a negotiation role-play, enables students to practice the concepts and techniques of planning and managing a contract through to a successful conclusion. Development of the interpersonal skills required to build sustainable relationships through a collaborative approach forms a vital component of the unit.

MIT665807

Appraising & Managing Performance

A constructive performance review has the potential to contribute to improved job satisfaction and work output. The first part of this practical unit covers how to set up a performance management system while the second part covers the practical aspects of conducting the review. The sessions in the second part include how to write performance agreements, and role-plays of how to run the appraisal meeting and give constructive feedback. By the conclusion of this unit students will feel more confident in their ability to make the performance appraisal of their staff a transparent and fair experience.

MIT665808

Business to Business Marketing

This unit is designed to:

- provide an understanding of analytical techniques used to aid Business to Business Marketing decisions,
- develop an understanding of the use of market research data in facilitating the development of marketing strategies in the field of Business to Business Marketing,
- develop basic practical research skills through the analysis of various case studies,
- and develop analytical skills through the interpretation of data and information to solve problems in Business to Business Marketing.

Undergrad unit summaries cont.

MIT665809

Understanding Buying Behaviour

This unit explores the importance of consumer behaviour as a foundation to a business education. It investigates the buying process at the individual and organisational level and the way in which marketers influence these processes, but also the way that consumers influence the marketing process. This unit also provides a firm foundation for the application of its conceptual frameworks in the more advanced units of Marketing Communications, Marketing Strategy and Analysis, International Marketing and Marketing Management Research Project.

MIT665810

Market Research Methods

This unit is concerned with the processes and theory surrounding Market Research. It covers three phases of Market Research and deals with the processes involved in project management, research, design analysis and reporting of findings to a variety of audiences.

MIT665811

Services Marketing

This unit is designed to provide students with detailed study of the application of marketing to services. This unit will enable students to develop various marketing strategies and to undertake marketing analysis, problem solving and decision making in relation to case study material and prepare a marketing plan for a service organisation

MIT665813

Applied Marketing Research

This unit focuses on matching research methods and techniques to different types of decisions marketers make. It considers practical and conceptual issues in this matching "process". The units highlights the importance of marketing research in shaping marketing decisions to maximize opportunities in a complex and uncertain marketing environments.

MIT665814

Marketing Communications

This unit explores the important concepts involved in an Integrated Marketing Communications strategy, which will be considered within the framework of the marketing promotions and its influence on total business function.

MIT665815

Accounting Theory

The overall objective of this unit is to develop in participants an ability to think through more advanced financial accounting issues, to develop an awareness of the financial accounting function within a business and the contemporary issues in the practice of financial accounting.

MIT665816

International Marketing

The aim of this unit is to:

- develop students' analytical ability to make marketing decisions,
- provide students with the knowledge of the tools and practices used in formulating and controlling marketing programs abroad,
- provide students with an understanding of marketing in a global environment,
- and develop students' skills in formulating marketing strategies that can be used in a global setting.

MIT665817

Marketing Strategy

This unit is designed to integrate elements of previous marketing studies and provide the knowledge and skills necessary to develop relevant marketing strategies for goods and services. Decision making in marketing is a key skill that will be further developed in this unit.

MIT665818

Product Development & Management

Product development involves offering modified or new products to the market, and is a cornerstone of marketing strategy decision making. The management of this process needs to be carried out effectively and efficiently to ensure that the correct products reach the marketplace with the minimum of wasted effort and cost. Product concepts and ideas that are considered to be able to provide possible future revenues need to be handled through a formal process of product development to become fully fledged offerings to be marketed. The pace of change in product development has increased in the twenty first century and proper management of this process is essential to ensure that any organisation remains competitive.

MIT665820

Change Management

This unit is designed to provide students with the knowledge and skills to understand the management of change in organisations.

MIT733201

Finance

This unit is designed to provide an introduction to the area of finance. It aims to assist students specifically in:

- identifying and analysing the financial decisions made by financial managers,
- gaining an understanding of the theory of finance and the theoretical models applied in finance,
- developing skills in the use of techniques which assist in the decision making process,
- and gaining an understanding of the fiscal and institutional environment in which financial decisions are made.

MIT734602

Corporations Law

This unit will enable students to acquire an understanding of the legal principles relating to registered companies which are appropriate to accountants and other business professionals.

MIT738001

Industry Based Project 1 &

MIT738002

Industry Based Project 2

The content of these two units will vary for each student based on the Industry Project selected and the needs that arise with such a project. Students are expected to apply the skills and knowledge they have gained in their previous study through the course to meet the needs of the project and the organisation they have based their project on.

Students will elect these units following completion of a major in Accounting, Management or Marketing. These are capstone units in this degree, providing an opportunity for candidates to prepare a report and present their findings following the analysis of a business problem, sourced from the business community or being a case study selected from published materials. Students would be required to complete 20 units with a credit average prior to enrolling in these units.

MIT738002 Industry Based Project 2 requires completion of MIT738001 Industry Based Project 1.

MIT765801

Auditing

This unit seeks to provide students with an understanding of the theory and practice of auditing and related assurance services.

MIT765802

Taxation Law

The overall objective of this unit is to provide students with skills to:

- appreciate and understand the factors influencing the creation and interpretation of income tax legislation,
- have an understanding and knowledge of income tax in Australia,
- and have an appreciation of the income and capital concepts within the structure of income tax law and their relationship to accounting concepts and practice.

MIT765803

Continuous Quality Improvement

This unit is designed to provide students with an understanding of how organisations respond quickly to the changing external environment and build internal practices that produce better customer service and systems, and enable students to build a culture of continuous improvement.

MIT765804

Management of Change and Organisational Development

This unit is designed to provide students with the knowledge and skills to understand the management of change in organisations.

MIT765805

Strategic Business Planning

In today's rapidly changing business environment, managers are increasingly required to justify their business decisions. This highly practical and interactive program will provide students with a clear framework to prepare a successful strategic business plan and to tailor it to the needs of their organisation or business unit. The unit examines the key strategic business areas that a successful plan must consider, and takes into account equally important issues such as core values, purpose and mission statements. In addition, students will gain stronger insights into competitive strategies, value chains and life cycles.

MIT765806

Strategic Risk Management

This unit is designed to cover the development, implementation and evaluation of a risk management plan for the organisation as part of its strategic plan. It incorporates an assessment of all potential risks facing the organisation and the development of strategies and plans to mitigate all risk situations through elimination, isolation and protection. This unit is about managing risk strategically; it is not about becoming an expert in every facet of Risk Management planning and implementation.

Undergrad unit summaries cont.

Level 1 and 2 units

BN101 Effective Participation at Work

This unit prepares students for effective participation in the workplace by emphasising communication, collaboration, and research techniques. It provides them with the opportunity to develop their personal skills and qualities they need for work and independent learning.

BN102 Web Systems

This unit introduces students to the fundamental protocols and techniques that underlie the operation of the World Wide Web. The WWW is investigated as a distributed information system. Students gain practical experience with markup languages, style sheets, and scripting languages.

BN103 Platform Technologies

This practical "hands-on" unit will teach the essential skills of installing, using, and supporting important types of PC hardware and software. It provides students with the necessary training to ensure proficiency in PC installation, utilization, and troubleshooting skills.

BN104 Operating Systems

This unit provides students with an understanding of the skills and techniques required to install, utilise and support a range of operating systems such as Windows 98, Windows NT, Windows 2000, Windows XP and Linux. Students are provided with the necessary training to ensure proficiency in PC installation and troubleshooting.

BN105 Information Technology for Users in Organisations

This unit introduces students to the organisational context of information technology. It also introduces students to human centred system development. Topics include important architectures and challenges of information systems, and case studies are utilised.

BN106 Networking Fundamentals

This unit provides students with the knowledge of how networks operate and the devices used to create networks. Through this unit, students develop specific problem solving skills for the support and maintenance of networks.

BN107 Multimedia Systems

This unit provides an overview of the field of Interactive multimedia as implemented via authoring tools and appropriate hardware, software, and networking technologies. Topics include file formats; compression techniques; delivery modes; and hardware and software requirements.

BN108 Programming for Networking

This unit introduces students to the fundamental techniques involved in programming using an object-oriented language. An introduction to general object oriented concepts is given; including how object oriented techniques may help in program development and software reuse. Specifically covered are classes, objects, and inheritance and data encapsulation techniques. This unit also gives students an opportunity to learn different roles and responsibilities of the class user and the class designer. An object-oriented programming interface (including object testing facilities, editor, inspector and debugger) will be covered in detail.

BN201 Professional Issues of IT

This unit provides students with insight into the ethical and social issues associated with developing and maintaining information technology systems and networks. Through this unit students develop an appreciation for the consequences of managing systems and networks from ethical and social perspectives. Case studies and projects will be in networks and networked applications.

BN202 Internetworking Technologies

This unit provides students with the knowledge and skills to implement, manage, and maintain a medium sized network with routing protocols and concepts.

BN203 Network Security 1

This unit provides students with the knowledge and skills to understand, apply, and manage basic information and network security. Students will also

obtain an appreciation for the need for professional and ethical behaviour with regard to network security.

BN204 Database Technologies

This unit introduces students to the capabilities and advantages of Database Management Systems. It involves learning the general features of such software and using an actual system for a practical application. Upon completion of this unit, students will have developed skills at using databases and data retrieval techniques using SQL (Structured Query Language). It also helps students in understanding various models of database management systems.

BN205 Project Management

This unit provides students with the knowledge and skills to effectively manage networking projects. It covers professional practice for networking, security, and system administration in the context of networking projects. Case studies in networks and networked applications are employed, following projects from conception through to completion.

BN206 System Administration and Management

This unit provides students with the knowledge and skills that are required to manage accounts and resources, maintain server resources, monitor server performance, and safeguard data in a server environment.

BN207 Local Area Networks

This unit aims to present students with the foundation of local area networks and wireless networks.

BN208 Networked Applications

This unit aims to teach students how to integrate, deploy, and support applications on networks with different platforms and technologies. Through this unit, students are equipped with in-depth knowledge and skills in technologies and techniques needed to manage networked applications.

BN209 Software Engineering

This unit provides students with an overview of the field of software engineering, with emphasis on key aspects of the system development lifecycle (SDLC) such as requirements engineering, analysis, design, and testing. Object oriented and service oriented architectures are introduced, along with system and information design. There is an introduction to estimation for software projects, process and project metrics, and the use of CASE tools.

Level 3 units

BN301 Industry Based Project 1 &

BN304 Industry Based Project 2
These units provide students with a capstone final year project. Students apply what they have learned during their course to an application for an actual client in a team environment.

BN302 Wide Area Networks

This unit provides students with knowledge of current WAN technologies and WAN design. They gain practical experience with addressing, configuring, and managing WAN access.

BN303 Network Security 2

This unit provides students with in-depth knowledge of secure network configuration and management. Students learn how to manage secure enterprise services involving firewalls; application security; and wireless security. There is also an introduction to security engineering. Students who complete this unit will be able to identify security threats and vulnerabilities of a network, and help respond to and recover from security incidents.

BN305 Virtual Private Networks

In this unit, students are introduced to secure enterprise services for remote workers, branch sites, and cooperating organisations. Students learn how to secure and expand the reach of an enterprise network for mobile devices.

BN306 Enterprise Networks

In this unit, students learn how to create an efficient and expandable enterprise network by installing, configuring, monitoring, and troubleshooting network infrastructure equipment. There is an emphasis on Voice over IP technology.

BN307 Network Design

This unit provides students with knowledge to create an efficient and expandable enterprise network by installing, configuring, monitoring, and troubleshooting network infrastructure equipment.

BN308 Network Performance

This unit introduces students to effective quality of service (QoS) techniques for converged wireless network optimisation. Security and voice applications are considered. The main network performance terms and metric include speed, bandwidth, throughput and latency.

BN309 Computer Forensics

This unit introduces students to the fundamentals of computer forensics. The various laws and regulations dealing with computer forensic analysis will be discussed. Students will be introduced to the emerging international standards for computer forensic analysis, as well as a formal methodology for conducting computer forensic investigations.

BN310 Network Penetration Testing

This unit covers the principles of penetration testing and provides practical experience with penetration testing tools. Students will learn the common vulnerabilities of computer systems and methods used by penetration testers to take advantage of them.

BN311 IT Security Management

This unit introduces students to the principles and practices of IT security management. It covers security project management, including budgeting and planning. Students learn how Information Security Management interacts with other organisational groups, especially with General Management and with Information Technology groups. Case studies and project work help students gain practical experience.

BN312 Mobile Computing

This unit introduces students to technical and business issues in mobile computing, building on their background in networking. Students use PDAs, Bluetooth, smart phone, WiFi and blackberry technologies to learn mobile algorithms.

BN313 Mobile Applications

This unit aims to provide students with the knowledge and skills to develop mobile enterprise solutions. Unit will cover the processes, tools and frameworks required to develop applications for current and emerging mobile computing devices. Unit emphasis on the impact of user characteristics, device capabilities, networking infrastructure and deployment environment, in order to develop software capable of meeting the requirements of stakeholders.

BN314 System Architecture

This unit covers system architecture, introduction to business process modeling, service oriented architecture and service design, unified process and rational unified process, architectural patterns, system test plans, case studies in system architecture, and current trends in system architecture.

BN315 Enterprise Architecture

This unit provides students with an understanding of the foundational concepts, methods and principles of implementing Enterprise Architecture (EA). The unit focuses on the methods and techniques to assess and document an organisation's business, information, applications and technologies. Collectively, this forms the enterprise-level architecture. EA methods provide the opportunity to identify, plan, implement and govern a program of work to improve the business function. Students will apply EA concepts and practices within the context of case studies. Students gain the knowledge and skills to understand, apply and contribute to an EA program.

Admission matters

Domestic students only

How to apply?

It's easy as 1, 2, 3, 4

Please follow these steps carefully to ensure your application is complete and processed correctly. If you require any assistance with your application contact the Admissions team on 02 8267 1400 or at enquiries@mit.edu.au.

STEP 1 Choose the right course

See pages 12 - 27 of this prospectus or visit www.mit.edu.au/courses.

STEP 2 Apply directly

Applying Directly to MIT Sydney campus

Direct applications are accepted throughout the year for all three intakes, in March, July and November. You can apply directly to MIT.

STEP 4 Receive your Offer

Direct applicants

If your application is successful you will receive an offer pack, which includes:

- your course *Offer letter*
- and *Acceptance of Offer, Terms and Conditions of Enrolment, Fee Payment and Refund Policy*.

If you are eligible for FEE-HELP, you will also receive:

- a *Request for FEE-HELP assistance form*
- a *FEE-HELP information booklet*.

STEP 3 Lodge your application

Direct applicants

Complete the enclosed Application form and return to MIT Sydney campus together with:

- Certified copies of your academic results and certificates
- Evidence of Australian citizenship or residency
- Course structure and unit syllabus from previous studies, if you are applying for credit transfer/exemptions

Submit, email, fax, or mail your completed Application form and all required documents to:

Admissions Department, Melbourne Institute of Technology, Sydney
154-158 Sussex Street, Sydney NSW 2000 Australia

Fax: 02 8267 1499, Email: enquiries.sydney@mit.edu.au

What happens next?

Your next step is to accept your offer and confirm your enrolment. To accept your offer and enrol, please refer to the enrolment information on your MIT *Offer letter*.

Study now, pay later – with FEE-HELP

FEE-HELP is an Australian Government loan scheme designed to assist eligible students in paying part or all of their tuition fees for courses undertaken with an institution approved as a Higher Education Provider (HEP) under the Higher Education Support Act 2003 (HESA). Melbourne Institute of Technology is an approved Higher Education Provider.

FEE-HELP is similar to the deferred payment arrangements available under the HECS-HELP scheme. The Government pays the amount of the loan directly to MIT. You then repay your loan

through the taxation system once your income reaches the minimum threshold for compulsory repayment.

FEE-HELP is available to eligible students undertaking the MIT Diploma, Bachelor Degree, Graduate Diploma or Master Degree programs. Eligible students can borrow up to a lifetime limit of A\$85,062 (2010) to pay part or all of their tuition fees.

To be eligible you must be an Australian citizen.

Eligible students will receive a *Request for FEE-HELP assistance form* and a *FEE-HELP information booklet*, with their course *Offer letter*. Students must complete and sign the form and return it to MIT Admissions Department by the relevant census date for the units of study they wish to enrol in.

For further information regarding FEE-HELP and unit census dates, please visit our website at www.mit.edu.au.

Alternatively, you can contact our Admissions teams on 8267 1400 or at enquiries.sydney@mit.edu.au.

International student matters

Living in Sydney, Australia

Australia is ethnically diverse. It's a country known for world-famous natural wonders, diverse landscapes and a vibrant multicultural society that practices almost every religion and lifestyle. Since 1945 more than six million people from across the world have come to Australia to live. There are 226 languages spoken here – after English, the most popular are Italian, Greek, Cantonese and Arabic.

The island continent is almost as big as the USA, but has a population of only 21 million people (most of whom live within 50 kilometres of the coast). Australia's coastline stretches almost 50,000 kilometres and has more beaches (over 10,000) than any other country. Inland, there are vast areas of semi-arid and desert areas.

All major cities, and the nation's capital, are wonderfully liveable, offer great cultural liberty and exceptional quality of life.

Sydney – The Gateway to Australia

Renowned as a dynamic and cosmopolitan city, Sydney combines excellent business and education facilities with great leisure activities. Sydney is famous for its World Heritage-listed Sydney Opera House and is one of the world's favourite cities. Sydney has been voted "the world's best city" by readers of US travel magazines *Travel & Leisure* and *Condé Nast Traveler*.

Sydney is Australia's oldest and largest city and is set on one of the world's most stunning harbours, fringed by easy-to-reach, sandy beaches. The city has a sunny, moderate climate which contributes to Sydneysiders' relaxed lifestyle and love of the great outdoors. There are five major national parks around Sydney with 8,000 square kilometres of open space. Sydney's multicultural restaurant and cafe scene is enhanced by outstanding local fresh produce and world-class wines.

Sydney has a dynamic arts and cultural scene and is home to some of Australia's leading arts organisations such as Opera Australia, Sydney Theatre Company, the Sydney Symphony and the Sydney Dance Company.

MIT Sydney

The perfect balance between study, work and play

MIT Sydney is located in the heart of the city. Situated among shops, restaurants, the Queen Victoria Building, and entertainment outlets, it gives you a host of options for relaxing between lectures. A short walk to some of Sydney's favourite parks and gardens, all major banks, the central post office and with easy access to public transport, MIT Sydney offers you the perfect balance between study, work and play.

The State Library of NSW is a short walk away – and provides a fantastic extra study resource for students.

The campus is filled with excellent teaching and learning facilities. These include modern computer labs, computer networking labs, wireless internet, a comprehensive library with the latest electronic information services, bookshop, computer shop, student lounge, prayer room, campus security, first-aid facilities, a career advisory service, study support and counselling.

Travelling to MIT Sydney

MIT Sydney is easily accessible by bus, train or car.

For Sydney public transport information, visit:

www.transport.nsw.gov.au

www.metrolightrail.com.au

www.sydneyferries.info

Facts and figures

Population: over 4.2 million

Sydney is Australia's largest city

Time zone: UTC/GMT +10 hours

Language: English

Australia is a multicultural country, and therefore, it is common to hear people speaking a variety of languages.

Currency: Australian Dollar (AUD\$)

Climate/Weather: Moderate oceanic – warm summers and mild winters

Summer - December to February, warm and dry, with maximum average temperatures around 26-30 degrees Celsius (79-86 degrees Fahrenheit).

Autumn - March to May

Winter - June to August, usually cool, with a mix of clear, sunny weather, and cold and damp conditions.

Temperatures in winter can range from 2-19 degree Celsius (36- 66 degrees Fahrenheit).

Spring - September to November

Hats, cool clothing, and maximum UV-protection (30+) sunscreen are basic necessities during summer, and a long sleeved-jacket and warm clothes are recommended for winter.

Living costs: AUD \$19,000 per year (approximately)

The living cost stated above is an annual estimate and should be used as a guide only. This amount does not include tuition fees, airfares, purchasing furniture, security bonds for apartments or OSHC. Your living costs can also vary according to your lifestyle, personal choices, and the type of accommodation you choose.

It is advised that you allocate a budget of approximately AUD \$ 3,000 for initial costs of establishing yourself in Sydney, and about \$1,000 for the purchase of a personal computer.

For further information, please visit:

www.cityofsydney.nsw.gov.au



Your student visa

Applying for a student visa

As a prospective International student applying to study in Australia, you are required to obtain a student visa before travelling to Australia. Student visas are issued by the Australian Department of Immigration and Citizenship (DIAC). There are a number of specific requirements that must be met before a student visa can be issued. These requirements vary, depending on your nationality, and the level/type of study you intend to undertake.

For further assistance or information regarding student visas, visit the DIAC website at www.immi.gov.au/students. You may also seek assistance from an Australian Diplomatic Mission www.dfat.gov.au/embassies.html or an MIT authorised representative, in your home country. For list of MIT authorised agents in your home country, please visit www.mit.edu.au/agents

Student visa conditions

Whilst studying in Australia your visa is subject to a number of visa conditions that you must comply with. It is your responsibility as a visa holder to be aware of these conditions. For detailed information on student visa conditions, please visit the DIAC website at www.immi.gov.au/students/visa-conditions.htm.

Student under 18

If you are under the age of 18, your parent or the person who has custody of you must make the appropriate accommodation, support, and welfare arrangements for you, before DIAC can grant you a student visa. When applying for a student visa, you will need to provide evidence that you will reside in Australia either:

- with your parent or the person who has custody of you,
- with a relative over the age of 21, who is nominated by your parent or the person having custody of you, or
- in a care arrangement that has been approved by MIT.

If the nominated care provider is a relative, he/she is required to meet with MIT Student Services staff prior to submission of paperwork to DIAC. If care arrangement has been made through other Student Guardian Services organisations, documentation must be provided to MIT before an Electronic Confirmation of Enrolment (eCoE) is issued. If your parent or the person who has custody of you would like MIT to make the necessary care arrangements for you, please email MIT Student Services at - studentservices.sydney@mit.edu.au.

OSHC – Overseas Student Health Cover

It is a condition of your student visa that you must maintain Overseas Student Health Cover (OSHC) for the duration of your studies for yourself and your dependents. Most OSHC plans allow students to claim approximately 85 per cent of the fee for a standard medical consultation. OSHC does not cover dental or optical treatment or physiotherapy so you may need to take out additional health cover directly with your provider to cover these services.

We arrange our OSHC through BUPA and a staff member is available on campus to assist you with OSHC claims, renewals and queries.

Bringing your family

As a prospective International student, you are required to enrol any of your school-age dependants in Australian government or non-government schools, and pay full fees for their study. Please check beforehand with DIAC or an Australian Diplomatic Mission about bringing your family, as there are certain restrictions depending on the Assessment Level of your country.

You will also need to provide OSHC membership for your family. Please note that your student visa assessment criteria may change if your family is accompanying you.

Work opportunities

As an International student, you are permitted to engage in paid employment for up to 20 hours per-week, during course study periods, and full-time during scheduled course breaks. However, it should be kept in mind that work may not be readily available, and you should not rely on this form of income to support your study and living costs.

ESOS – Education Services for Overseas Students

The Department of Education, Employment and Workplace Relations (DEEWR) regulates the ESOS Act; a legal framework that governs the responsibility of education institutions towards overseas students. The legislation ensures quality education and consumer protection

for students studying in Australia on a student visa. For a brief overview of the ESOS Framework, including your rights and responsibilities as an overseas student, go to: www.aei.gov.au/AEI/ESOS.

Deferring, suspending and cancelling enrolments

MIT is obliged to notify DEEWR-DIAC of any changes to your enrolment. This may affect your student visa. You are required to contact DIAC for advice on how a change to your enrolment status may affect your student visa. For detailed information about the grounds on which your enrolment may be deferred, suspended, or cancelled, visit www.mit.edu.au.

MIT Terms and Conditions of Enrolment and Refund Policy

Information regarding MIT's Terms and Conditions of Enrolment and Refund Policy is published on our website at www.mit.edu.au.



Before you travel

Pre-departure Information

Before travelling to Australia, we strongly recommend that you read the Pre-departure Guide, published on our website at www.mit.edu.au. This guide provides detailed information about your trip to Australia, living in Australia, and most importantly about your student life at MIT Sydney.

Airport pick-up

Airport reception service is available to all international students arriving in Sydney airport, upon request (charges apply, see page 37). Student will be met at the arrivals hall and taken to their accommodation. Airport reception is usually undertaken as part of the airport pick-up/accommodation package, and bookings must be made at least two weeks prior to the student's arrival.

You can get further information about airport maps and arrival information on www.sydneyairport.com.au.

Orientation

The Orientation program is designed to help you settle into your life and studies in Australia. All new students are required to attend the Orientation Program, the dates of which are stated in your Letter of Offer.

The program provides you with information on facilities and services available on campus, as well as public transport, shopping, recreational activities, working part-time, student visa obligations and health cover (for international students). Your course enrolments and timetabling also takes place during this period.

Orientation is also a great way to meet other new students as well as the staff who will be teaching and assisting you during your time at MIT Sydney.

Accommodation

Student hostels

There are many privately run student hostels located near MIT Sydney. Unlike backpacker hostels, these hostels provide a longer term accommodation for students.

Facilities vary from hostel to hostel, however most provide furnished or unfurnished single or shared rooms, and provide access to communal lounge,

kitchen, bathroom and laundry. Some hostels also offer meals. Cost generally includes water, gas and electricity.

Private rental and share accommodation

You could choose to rent a house or an apartment with friends or other students, through the private rental market, which can offer an independent and private long term accommodation.

Costs of renting a place vary depending on the location, the type of property and the number of people sharing. Most rental properties are not furnished and do not include meals, so you will need to consider additional costs such as buying furniture, telephone connection, gas, water, electricity and food.

For information on rental accommodation, please visit:

www.realestate.com.au
www.realestateview.com.au
www.domain.com.au

For those who are not able to find anyone to share with, the following websites may assist you in finding shared accommodation:

www.housemates.com.au
www.flatmates.com.au
sydney.gumtree.com.au
au.easyroommate.com



English language studies

The Language Centre at MIT offers a variety of ELICOS programs; English for Academic Purposes (EAP) and General English (GE), English for Careers, First Certificate in English (FCE) Exam Preparation and Certificate in Advanced English (CAE) Exam Preparation.

English for Academic Purposes

The EAP Program introduces students to important academic concepts like referencing, essay and report writing, plagiarism, and study skills. It's especially designed for students who wish to study in the mainstream courses, but did not meet the English requirement of the course they intend to undertake. The classes are especially tailored to student's individual needs as each student is tested upon their arrival, which allows us to determine the areas that need attention and are addressed during the program. MIT EAP Program offers flexible study options from 2 week program to 20 week program depending on your initial English knowledge.

General English

Whether you are a future university student or a tourist sightseeing in Sydney, and simply wish to brush up on your communications skills - you can always join MIT's General English Program. This comprehensive program, designed to help you improve your communication, reading, writing, and listening skills, offers a flexible study plan, where you are who we care about the most. Our highly qualified staff members make sure our students are well looked after. The classes run from Monday to Friday between 9.00 and 2.15, allowing you to study full time, and spend afternoons and evenings enjoying Sydney's attractions.

IELTS workshops

The Language Centre at MIT also runs intensive IELTS workshops every month. 4 x 2.5 hour workshops are conducted by experienced IELTS Examiners and are especially designed to achieve band 7.0. Highly practical, hands-on workshops will help you increase your confidence in sitting the IELTS Exam. Reading, Writing, Speaking and Listening sessions available.

* This program is not available to holders of a student visa as their principal course.

English for Careers

This comprehensive course is designed for students who have completed EAP advanced at MIT and for those who are already trained at an advanced stage of training in their professional field (medicine, business or information and communication technology). Many will also have practised in their field in their own country. These learners have a clear purpose: to use English language training for career advancement and/or enhancement. It is expected that most be will pursuing their professional life in Australia or another English-speaking country although it is also suitable for students that desire to return to their own country.

Cambridge First Certificate in English (FCE) Exam Preparation

This intensive course aims at helping students prepare for the Cambridge FCE examination. It also pays particular attention to speaking, listening, reading and writing skills, and use of English.

The FCE Certificate is widely recognised in commerce industry, and by educational institutions overseas as proof of language ability. The examination is aimed at an upper intermediate level of competence. The course is a highly intensive and broad program of language development, focusing on all of the main skills that are required in the FCE exam. A lot of attention is given to developing the different forms of writing tested in the exam, and to achieving a high degree of grammatical accuracy, vocabulary development, listening and speaking.

As part of the course, students will take a full mock examination to give them an

idea of what to expect, and to get used to working under examination conditions. Students will also concentrate on developing good examination techniques and practice with past examination papers.

Cambridge Certificate in Advanced English (CAE) Exam Preparation Course

This intensive course aims at helping students prepare for the Cambridge CAE examination. It also pays particular attention to speaking, listening, reading and writing skills, and use of English.

The CAE Certificate is widely recognised in commerce industry, and by educational institutions overseas as proof of language ability. The examination is aimed at an advanced level of language competence. The course is a highly intensive and broad program of language development, focusing on all of the main skills that are required in the CAE Exam. A lot of attention is given to developing the different forms of writing tested in the exam, and to achieving a high degree of grammatical accuracy, vocabulary development, listening and speaking.

As part of the course, students will take a full mock examination to give them an idea of what to expect, and to get used to working under examination conditions. Students will also concentrate on developing good examination techniques and practice with past examination papers.

For further information about our English language programs, please visit www.mit.edu.au/elicos.



Admission matters

International students only

How to apply?

It's easy as 1, 2, 3, 4

Please follow these steps carefully to ensure your application is complete and processed correctly. If you require any assistance with your application contact the Admissions team on +61 3 8600 6700 or at admissions.syd@mit.edu.au, or visit an MIT authorised representative in your home country (see www.mit.edu.au/agents).

What happens next?

If your application is successful, you will receive an offer pack which includes your Letter of Offer, Terms and Conditions of Enrolment, Fee Payment and Refund Policy document, and Offer Acceptance guide.

The next step is to confirm your enrolment by accepting your offer. To accept your offer, please refer to the Offer Acceptance guide included in your offer pack, or view the guide online at www.mit.edu.au.

English proficiency requirements

When applying for a student visa, you will need to check the assessment level for your country as DIAC may require you to provide an Academic IELTS test result.

The English proficiency requirement for direct entry into our courses is IELTS 6.0 (Academic), with no individual band below 5.5.

If you are not able to meet this English proficiency requirement you will need to undertake English language preparation courses (see page 32) prior to commencing your main course of study.

STEP 1 Choose the right course

See pages 11 - 27 of this prospectus or visit www.mit.edu.au/courses.



STEP 2 Complete the enclosed Application form

The Application form is enclosed in the back of this prospectus. Please ensure that you have read and understood the Terms and Conditions of Enrolment, and the Fee Payment and Refund Policy, available for viewing at www.mit.edu.au.



STEP 3 Supporting documents

Attach the following documents to your application:

- Certified (and translated if necessary) copies of all your academic results and certificates.
- Certified copies of your English test results.
- Work experience documents, if available.
- Course structure and unit syllabus from previous studies, if you are applying for credit transfer/exemptions.
- Passport size photographs.



STEP 4 Lodge your application

Submit, email, fax, or mail your completed Application form and all required documents to:

An MIT authorised representative in your home country.

OR

Admissions Department

Melbourne Institute of Technology

388-392 Lonsdale Street, Melbourne VIC 3000 Australia

Fax: +61 3 8600 6761

Email: admissions@mit.edu.au

Academic calendar 2011-2012

Trimester 1 – 2011		Trimester 1 – 2012	
Orientation week	15 - 18 March	Orientation week	12 - 16 March
Teaching begins	21 March	Teaching begins	19 March
End of exams	25 June	End of exams	23 June
Trimester 2 – 2011		Trimester 2 – 2012	
Orientation week	11 - 15 July	Orientation week	9 - 13 July
Teaching begins	18 July	Teaching begins	16 July
End of exams	22 October	End of exams	20 October
Trimester 3 – 2011		Trimester 3 – 2012	
Orientation week	7 - 11 November	Orientation week	5 - 9 November
Teaching begins	14 November	Teaching begins	12 November
End of exams	25 February, 2012	End of exams	23 February 2013

Fees and charges 2011 - MIT Sydney Campus

CRICOS Code	Program name	Tuition fee Domestic students	Tuition fee International students
072665G	Diploma of Business	A\$6,000 per trimester	A\$6,600 per trimester
072666F	Diploma of Information Technology	A\$6,000 per trimester	A\$6,600 per trimester
072667E	Diploma of Networking	A\$6,000 per trimester	A\$6,600 per trimester
072668D	Bachelor of Business	A\$6,000 per trimester	A\$7,000 per trimester
072669C	Bachelor of Networking	A\$6,500 per trimester	A\$7,500 per trimester
072673G	Master of Professional Accounting	A\$7,000 per trimester	A\$7,000 per trimester
072672G	Master of Networking	A\$7,500 per trimester	A\$7,500 per trimester
072670K	Graduate Diploma of Networking	A\$7,500 per trimester	A\$7,500 per trimester
072671J	Graduate Diploma of Accounting	A\$7,000 per trimester	A\$7,000 per trimester
059796E	English for Academic Purposes		A\$340 per week
070548F	English for Careers Advanced (1 - 20 weeks)		A\$340 per week
070548F	General English Beginner to Advanced (1 - 55 weeks)		A\$340 per week
070931K	Cambridge First Certificate in English (FCE) Preparation Upper Intermediate (10 weeks)		A\$340 per week
070932J	Cambridge Certificate in Advanced English (CAE) Preparation Advanced (10 weeks)		A\$340 per week

Other Charges (applicable for international student only)

Service	Fee
Processing charge	A\$100
Overseas Student Health Cover (OSHC)	Three months (single) A\$105 Three months (family) A\$210 Six months (single) A\$210 Six months (family) A\$420 One year (single) A\$420 One year (family) A\$840
Airport pick up (per person) Sydney airport	A\$125
Accommodation placement fee	A\$220
Home stay, full board (one cooked meal)	A\$250 per week
Home stay, full board under 18 (one cooked meal)	A\$260 per week

Please note that fees and charges are subject to change without prior notice.



For further information contact:

Sydney campus

154-158 Sussex Street
Sydney NSW 2000 Australia

Tel: +61 2 8267 1400

Fax: +61 2 8267 1499

Email: admin@mit.edu.au

www.mit.edu.au/sydney

Melbourne Institute of Technology Pty Ltd

ABN: 20 072 324 755; CRICOS Provider No: 02814A; CRICOS Code No: 03245K

The information provided in this prospectus was correct at the time of publication, and is subject to change without notice. Please contact Melbourne Institute of Technology to confirm information. Published, February 2011.